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MILLER'S
READING & DICTATION BOOK
WRITTEN IN
GREGG SHORTHAND

REVISED EDITION

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THE MILLER

READING AND DICTATION BOOK

WRITTEN IN

GREGG SHORTHAND

CHARLES M. MILLER
PUBLISHER
1133–1135 BROADWAY, NEW YORK CITY

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KC 10593

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PREFACE.

In its first edition this book was designed and prepared for the exclusive use of the students of the MILLER SCHOOL, New York. Within a short time of its appearance, however, its necessity and value having been demonstrated, many of my personal friends throughout the United States who were at that time, and are now, teaching GREGG SHORTHAND, desired to make it a regular part of each student's outfit. Consequently, in this second edition, an agreement was reached with the author of Gregg Shorthand for its publication as an independent book. Following this agreement, it was a matter of great satisfaction to me, naturally, to hear the public endorsement given this little work by the author of the system, at the meeting of the Gregg Shorthand Association held at the rooms of the Gregg School, in the city of Chicago, July, 1901.

It is now presented in an enlarged and much beautified form. The penmanship has been written by a gentleman known to have no superior in the writing of Gregg Shorthand, and the writing is in full accord with the revised edition of the Gregg Manual recently published.

To my fellow teachers, whose aim is the highest possible development of the wonderful art of Stenography, this work is respectfully commended.

CHARLES M. MILLER.

NEW YORK, NOV. 1, 1902.

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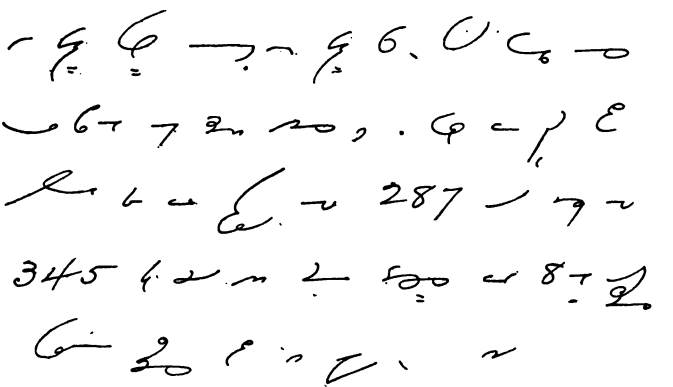
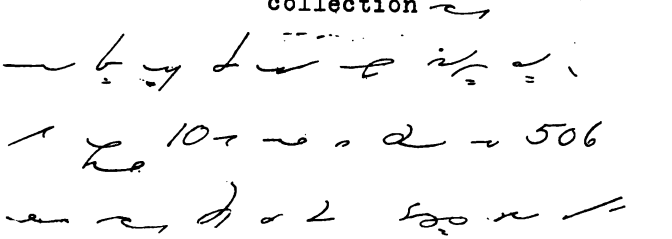
Pittsburgh
in which
forgings
details
number (before figures)
which was
Susquehanna

my letter
we ask you
as per
blue-print
advise me
by return mail



Huntington
replying to your letter
voucher
for one

relative to
to cover
hektograph
collection



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Boston, Mass. if you will
I am in receipt of your favor
for furnishing the f. o. b.
we will in the market
iron for any Dayton, Ohio

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Philadelphia referring to your
in accordance with on the of your
to allow representative
freight charges in addition to
Jersey City prepayment

Hooper Townsend

19

333 19 8693

Lebanon and beg to advise you
there is advantage
per pound figures
if you can steel
washers destination
be able to send you

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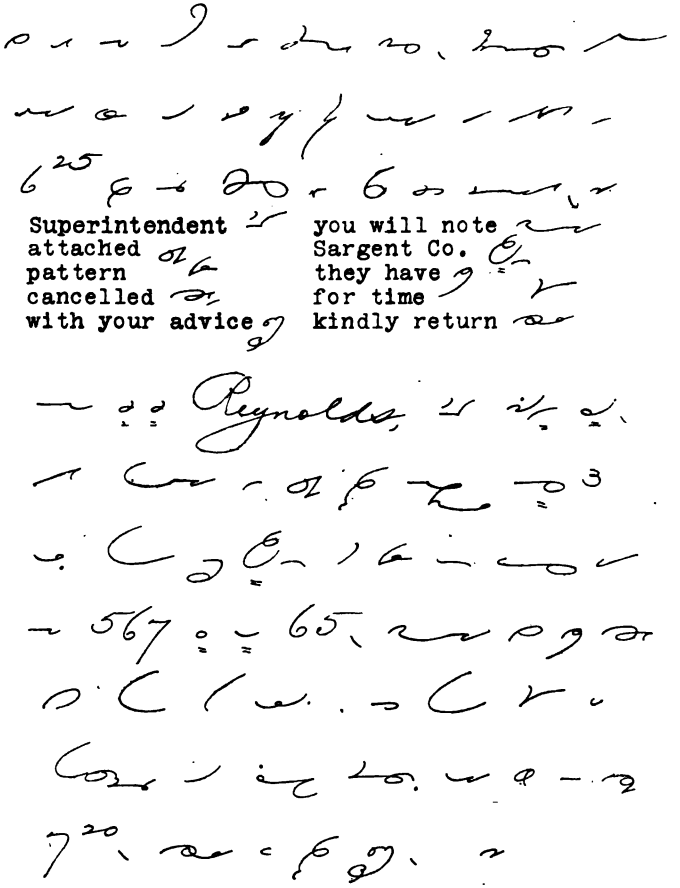

Superintendent
attached
pattern
cancelled
with your advice
you will note
Sargent Co.
they have
for time
kindly return

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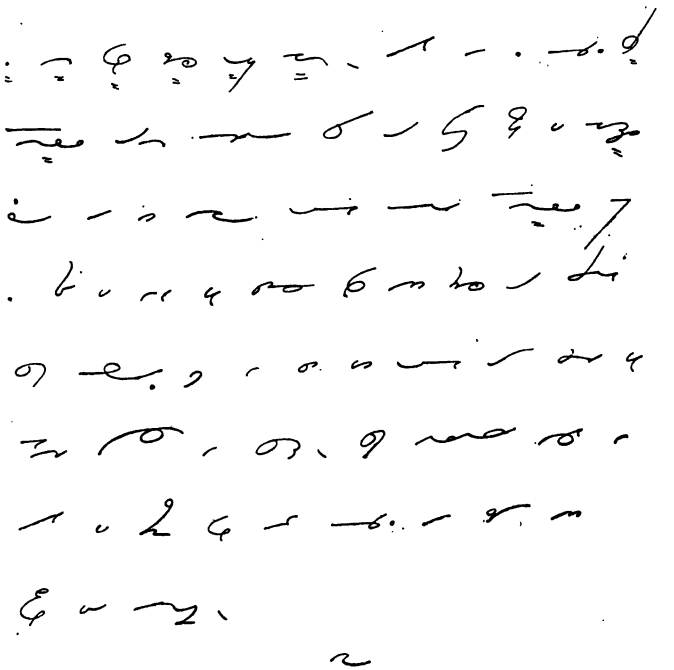
Esquire	Rochester, N. Y.
James	McCreery
benefit	association
thanks	unanimously
mutual	generous
secretary	instructed
to make	I wish
reiterate	that it is

gratefulness



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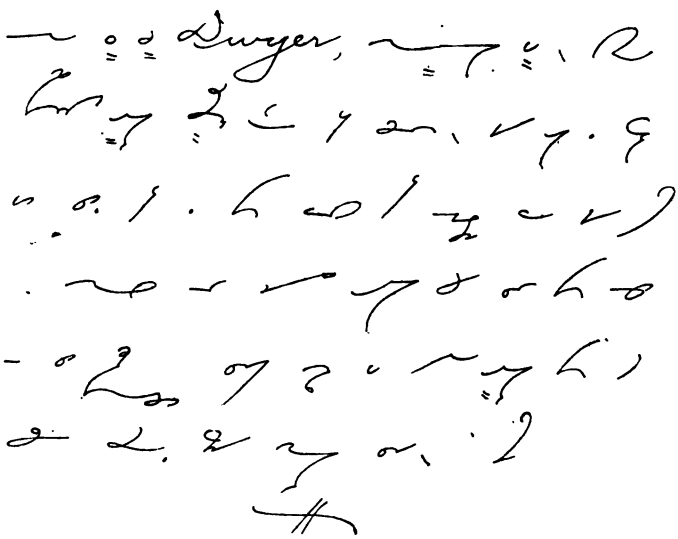
Columbus
circular
we beg to call your attention
in the near future
you will be pleased
we shall be glad to send you

Dear Friend
we enclose
assured



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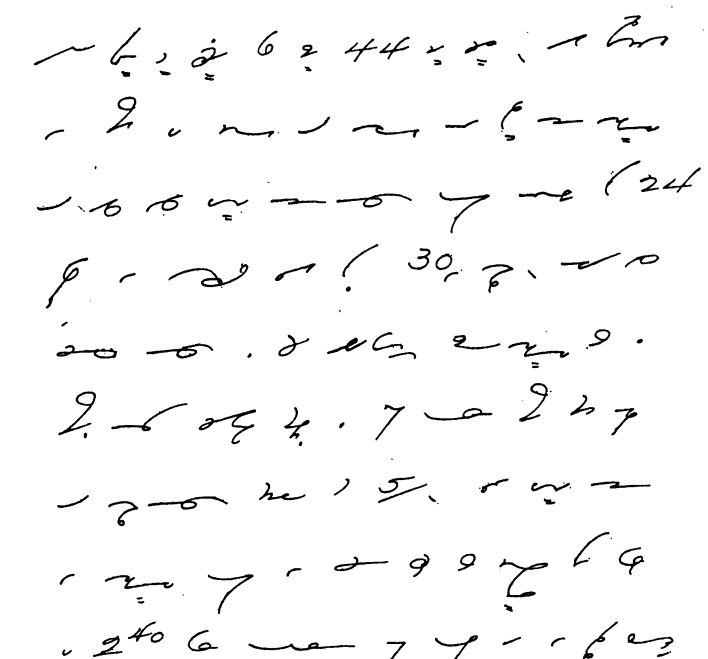
White	advertisements
September	Cosmopolitan
to say	magazine
guaranteed	edition
practical	excellence
we would propose	furnishing you
for one year	per annum
extracts	accompanying



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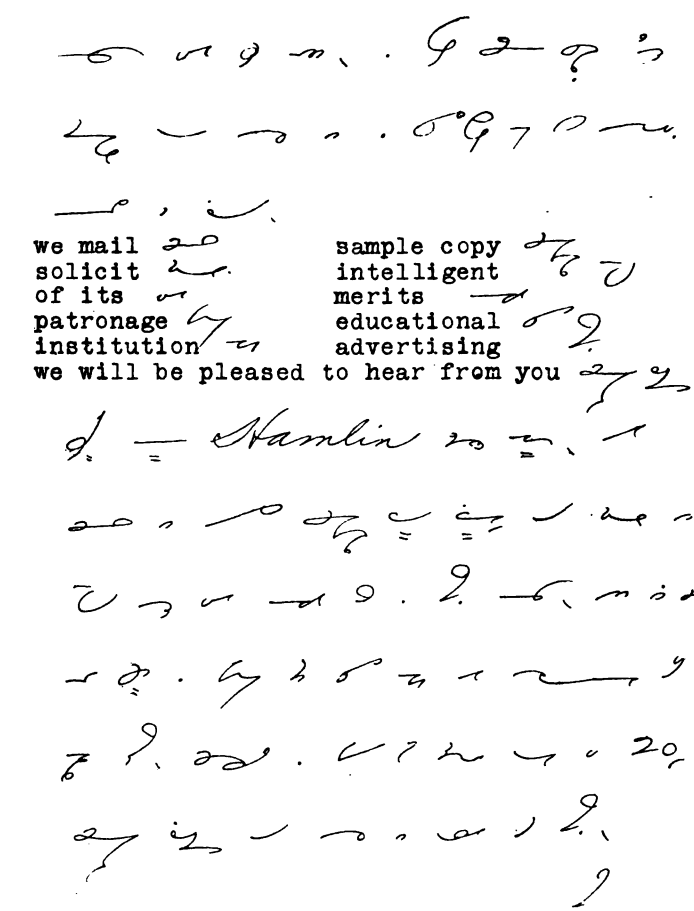

we mail
solicit
of its
patronage
institution
sample copy
intelligent
merits
educational
advertising
we will be pleased to hear from you

Hamlin

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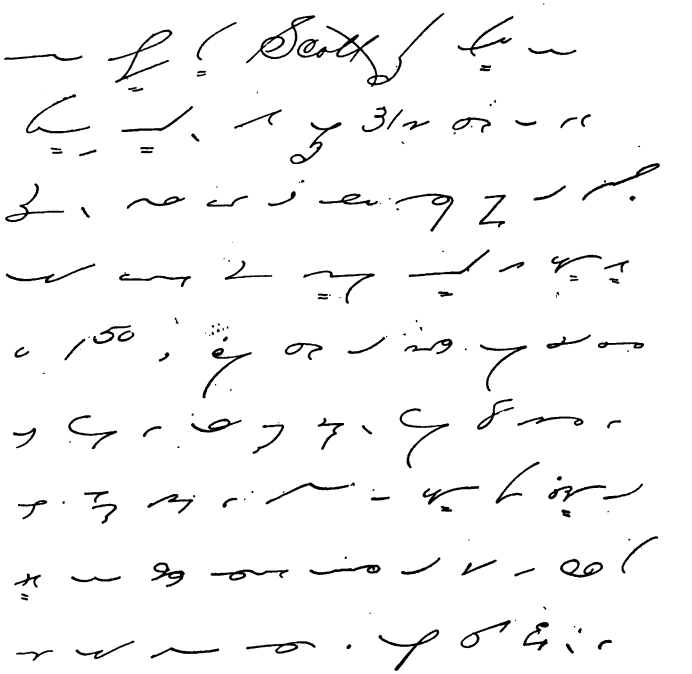
Gen. Frt. Agent
Baltimore & Ohio
tenders
loaded
Texas Central
like to have
one of these
quantity

Baltimore, Md.
for same
replying to your favor
as soon as possible
Austin, Texas
Cumberland
as that is
force



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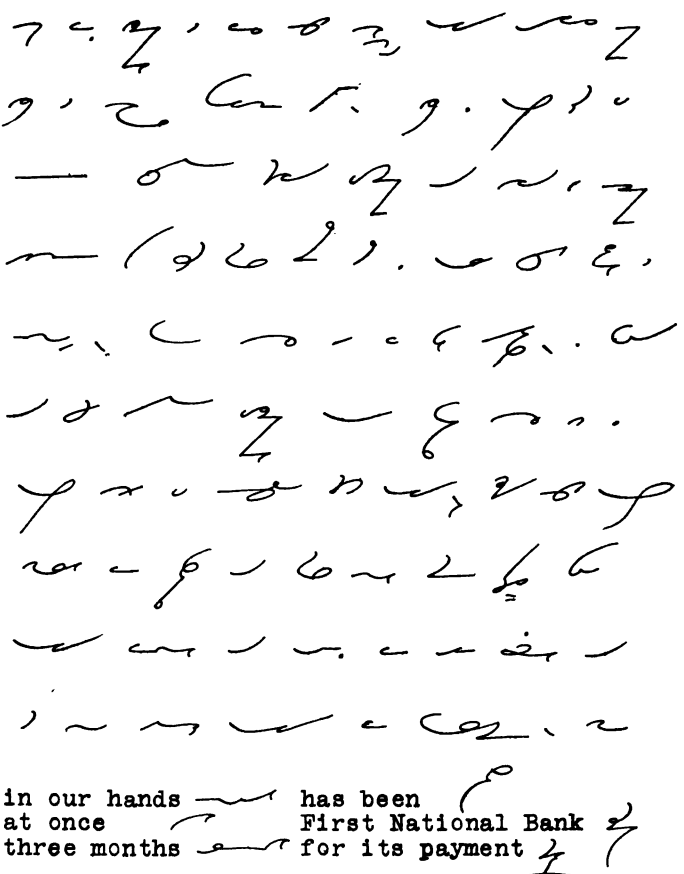

in our hands has been
at once First National Bank
three months for its payment

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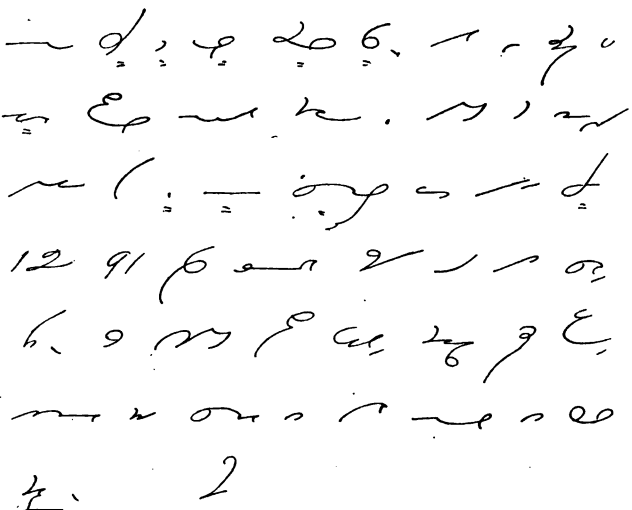
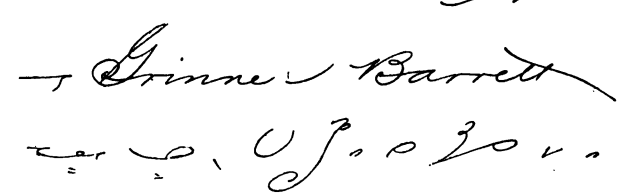


locomotive
by express
we understand
complication
lubricator
pleasure

New Orleans, La.
we beg to advise
apologize
other than
neglect
as successfully as
in two weeks' time



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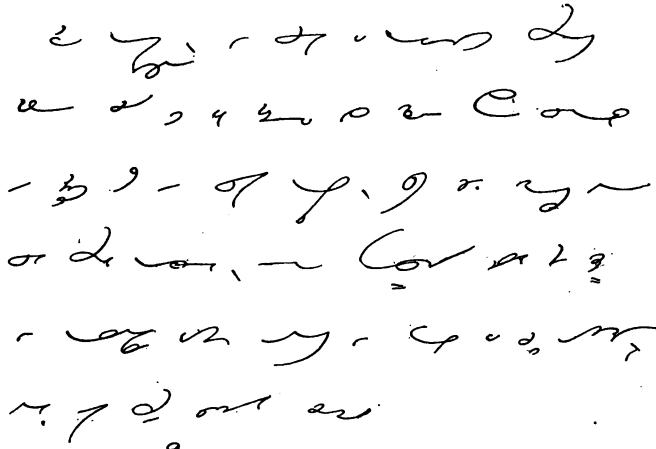
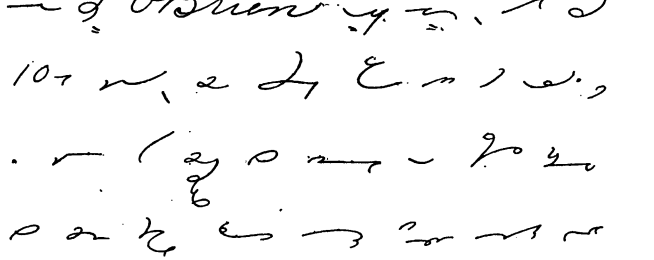


evidently we are very sorry to say
is at hand we have been
for the present sell you
conditions your favor
any other line of credit
for some time



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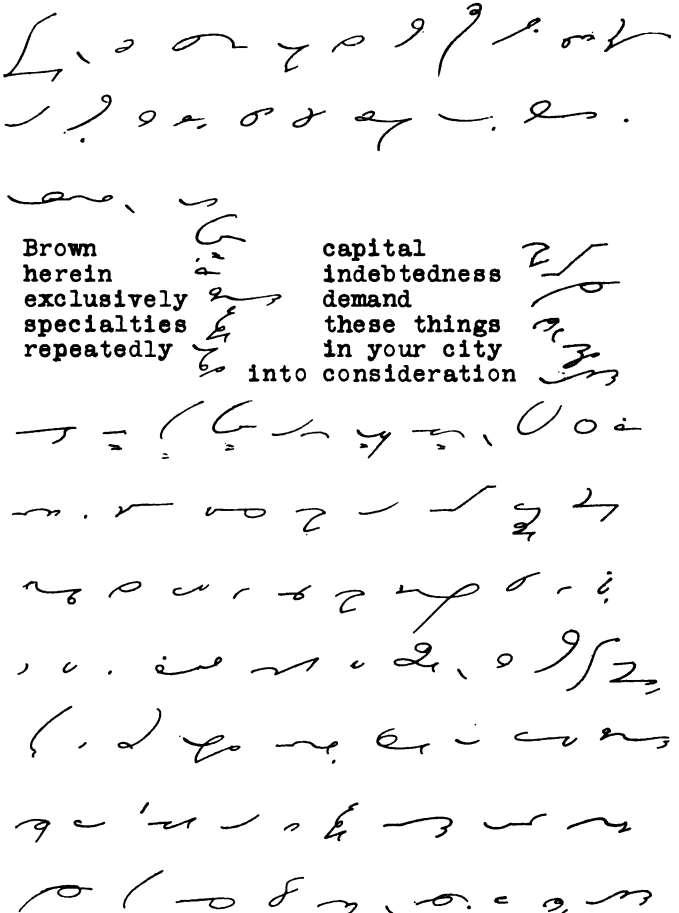

Brown	capital
herein	indebtedness
exclusively	demand
specialties	these things
repeatedly	in your city
	into consideration

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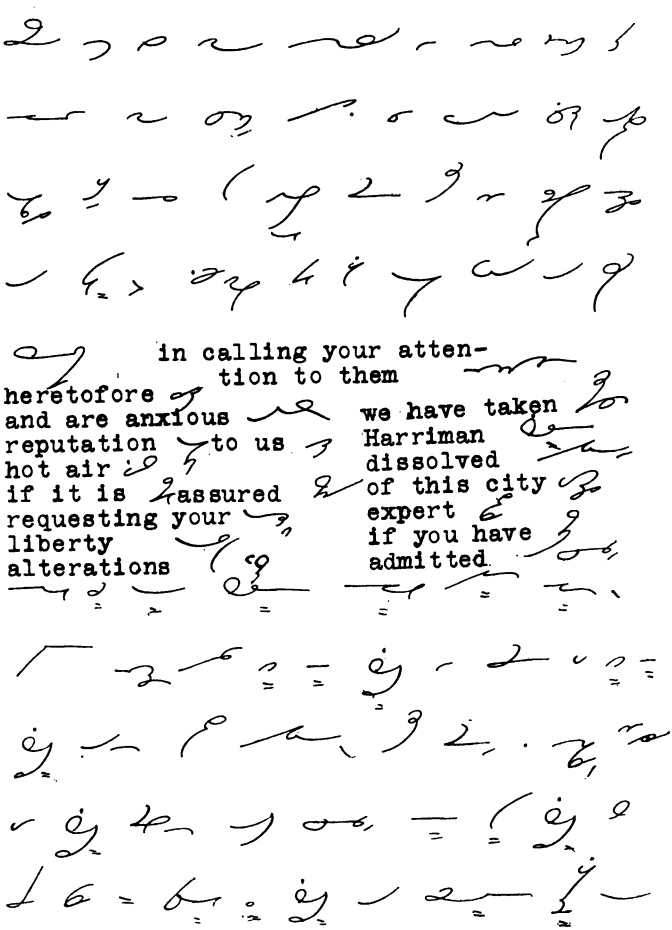

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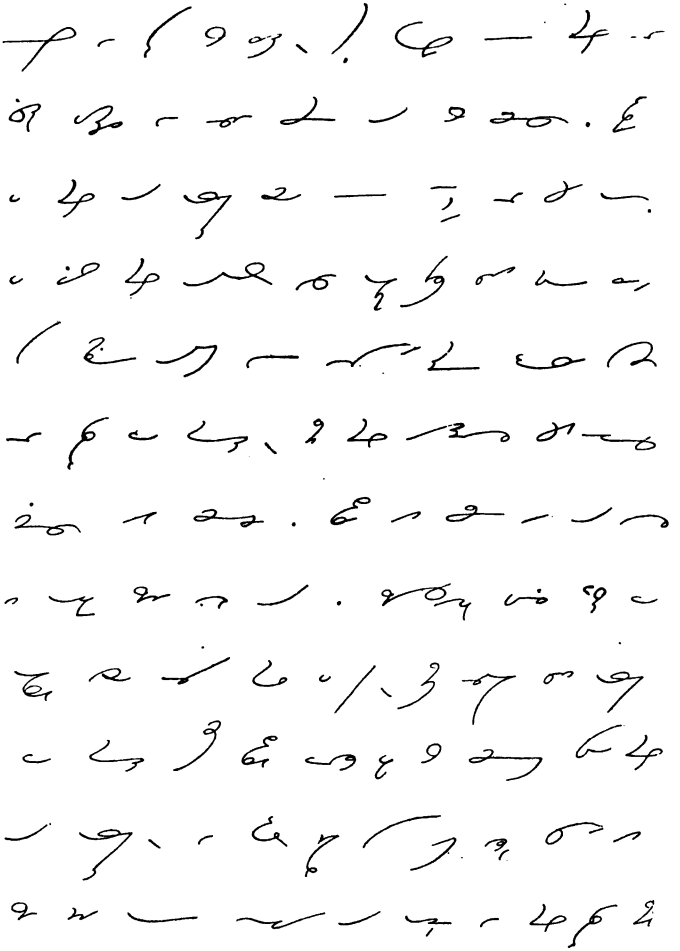

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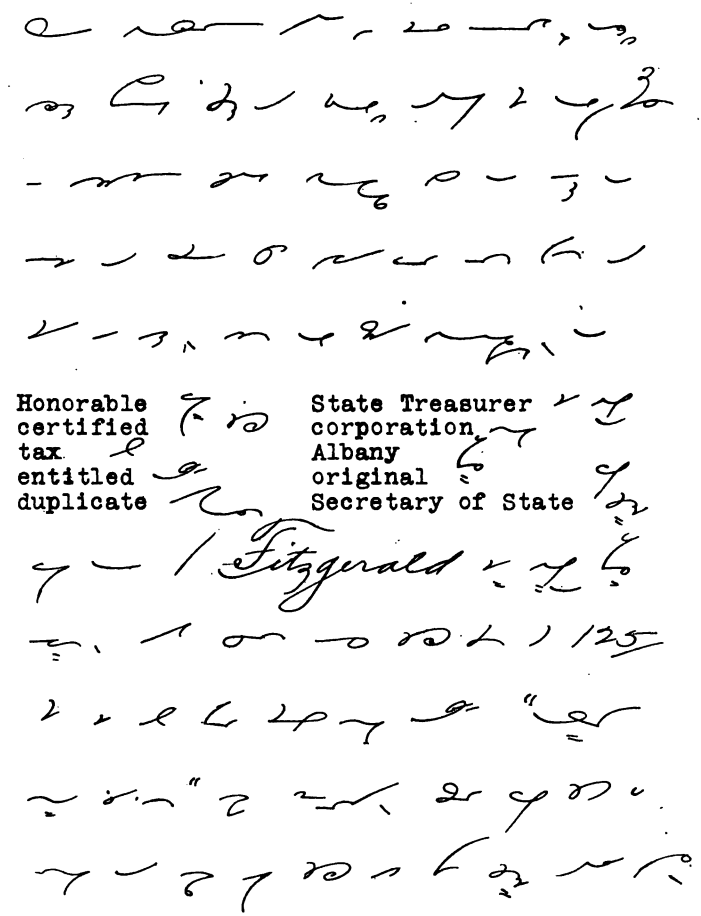

Honorable — State Treasurer
certified — corporation
tax — Albany
entitled — original
duplicate — Secretary of State

Fitzgerald

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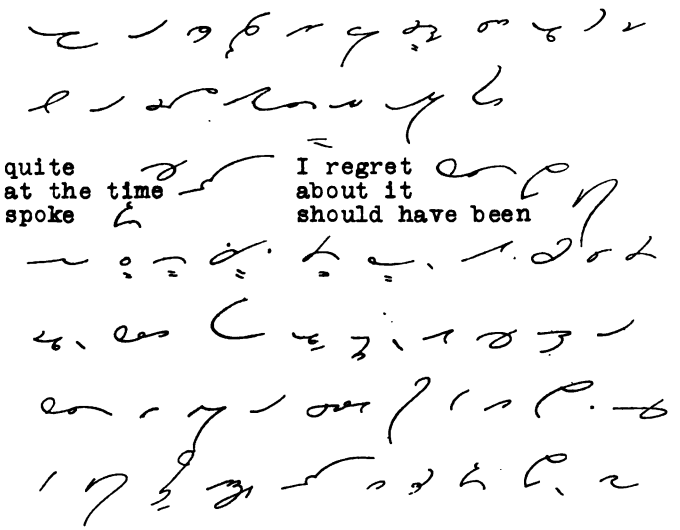

quite
at the time
spoke
I regret
about it
should have been

Detroit, Mich.
few days ago
lessons
and if not
several years
I wish to know

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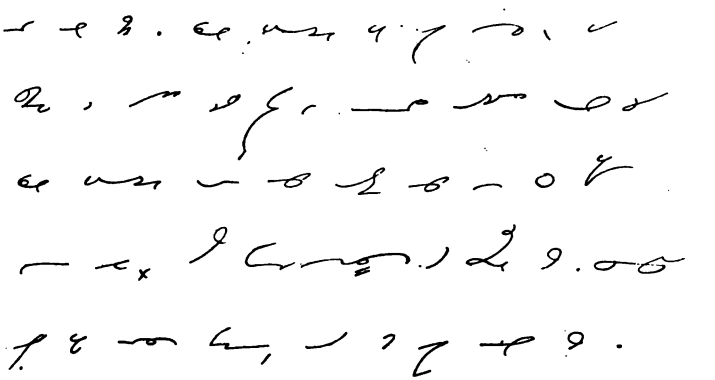
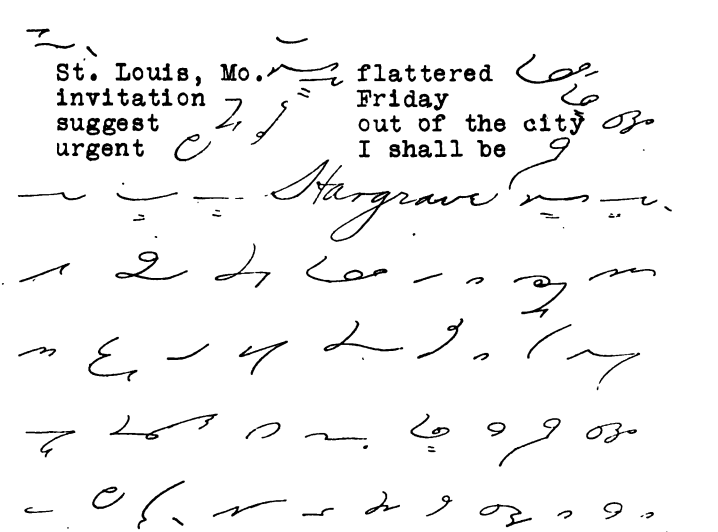


St. Louis, Mo.
invitation
suggest
urgent
flattered
Friday
out of the city
I shall be



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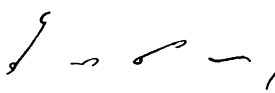

Murphy	Denver, Colo.
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development	economy
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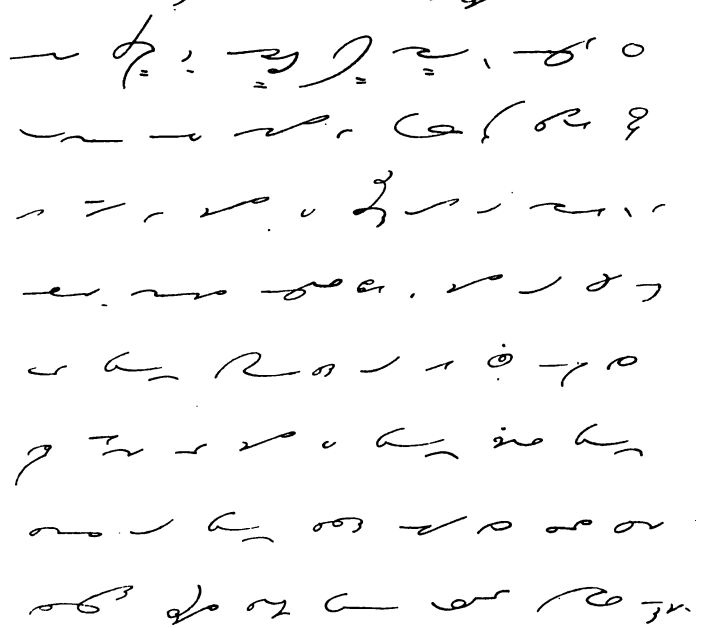
influence	advisedly



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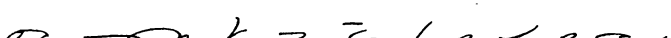

Fisher
temperate
recommending
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Charles

position
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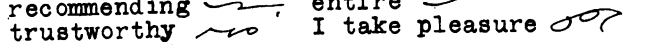

lawyer
visit
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Great Britain

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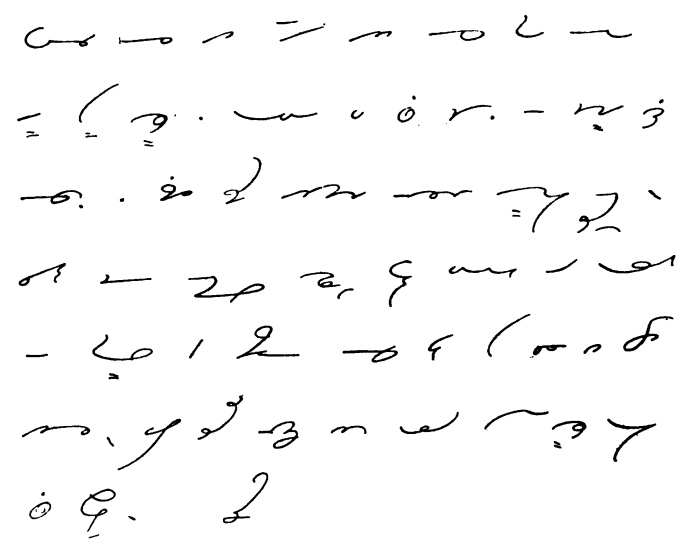
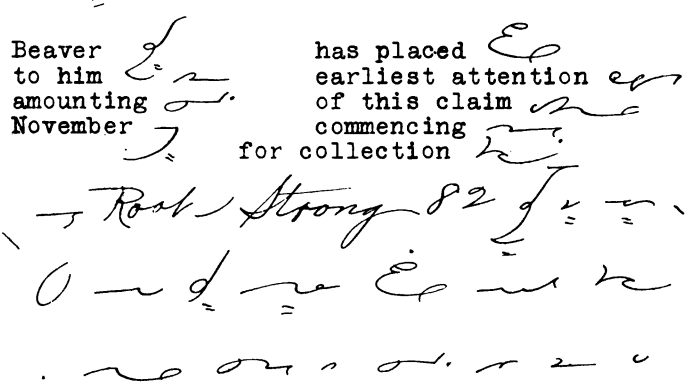


Beaver has placed
to him earliest attention
amounting of this claim
November commencing
for collection



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Barrington draft at once Huntington National Bank ten days institute proceedings

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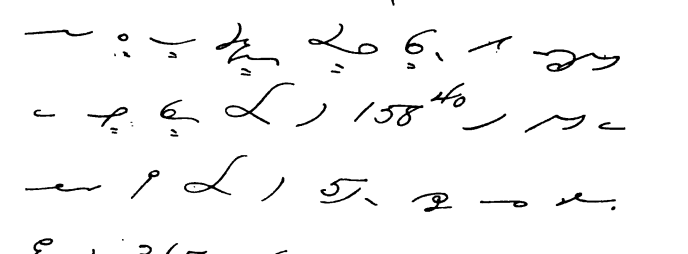
Fitzpatrick
exchange
Nicholson

enclosed find draft
I will send check
payable



Utica
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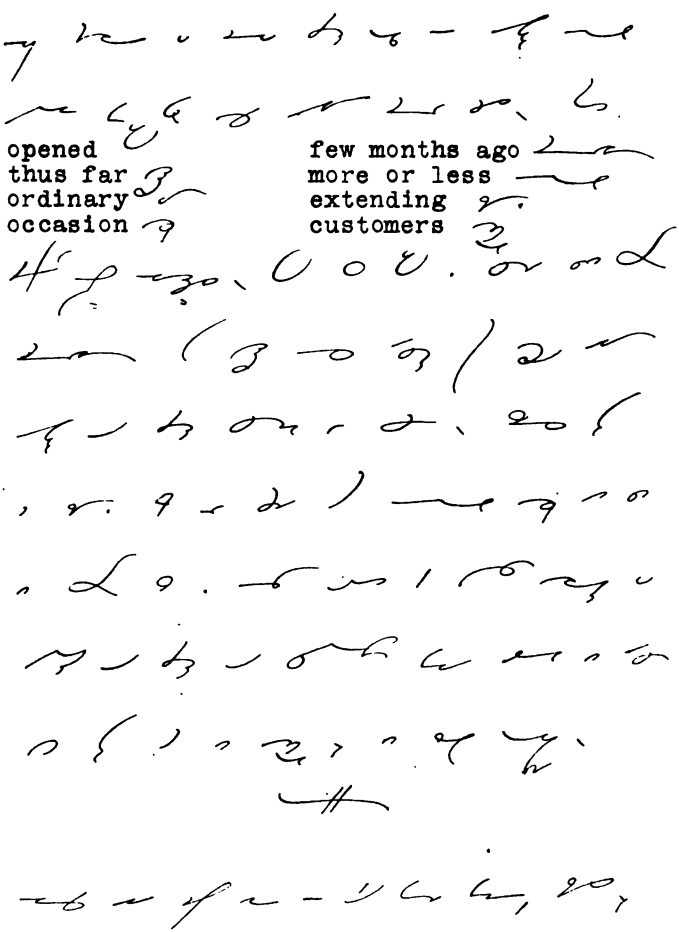

opened — few months ago
thus far — more or less
ordinary — extending
occasion — customers

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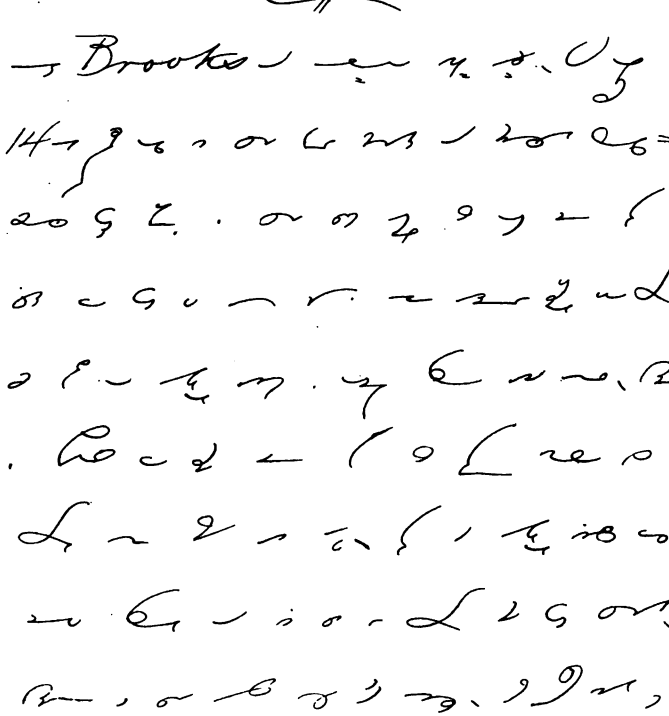
Washington, D.C. guidance
require to some of the
balance arbitrary
fixed afford
accommodation explicit
leaving the discounted
it will be necessary
signature



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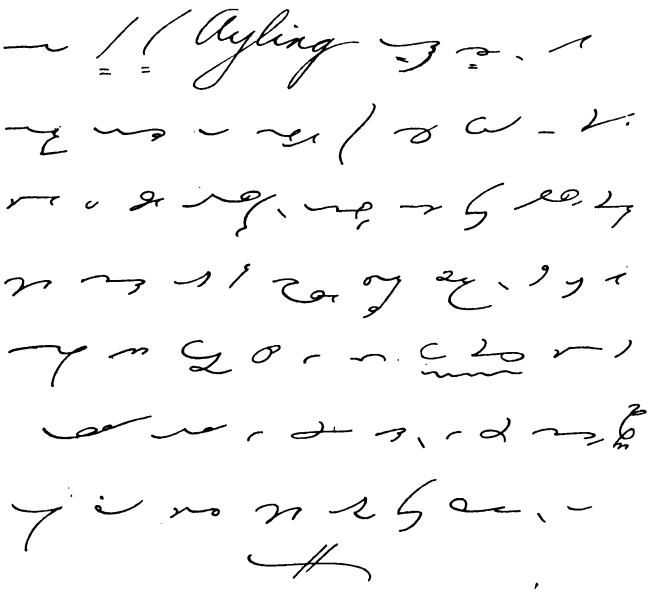
Louisville,Ky.
correspondents
liabilities
pro forma
facts

in response
compliance
communications
confidential
later date



Indianapolis,Ind.
remittances
progress
decide
showing the

entirely satisfactory
from time to time
responsibility
affairs
capital

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Moore Jellison

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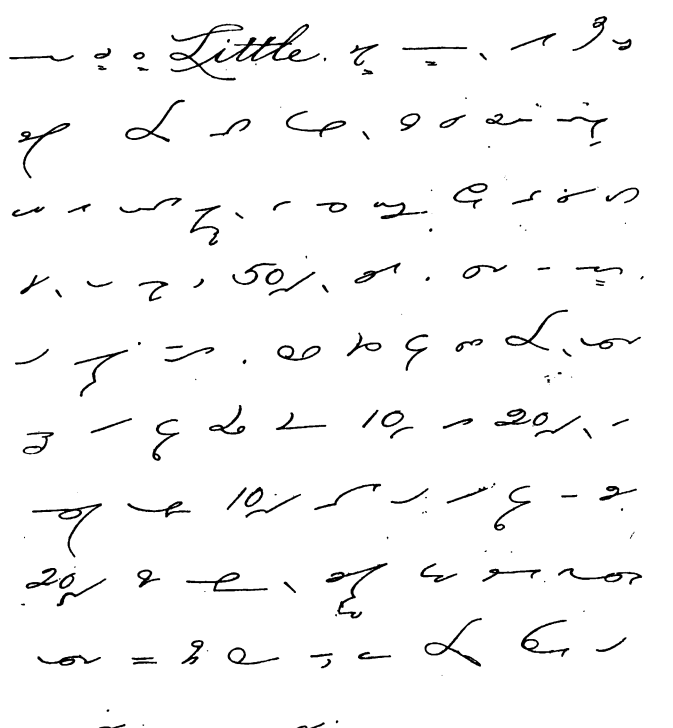
St. Paul, Minn. intention
although to become so
maximum exceed
in your favor would be pleased to know
our account bankers



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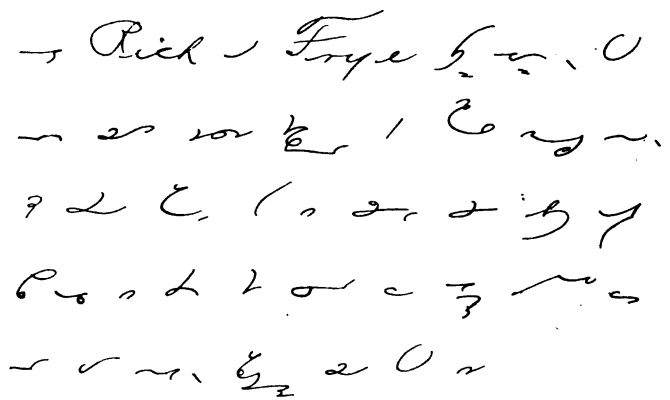
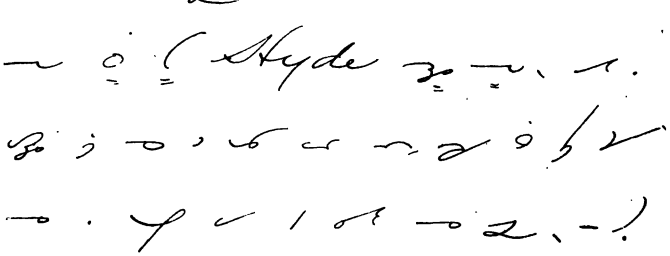
Buffalo we believe
you will find correct
obliged for the past month
at your earliest convenience



Kansas City, Mo. merchant
naturally ascertaining
desirous whether
point apologize
involved on account



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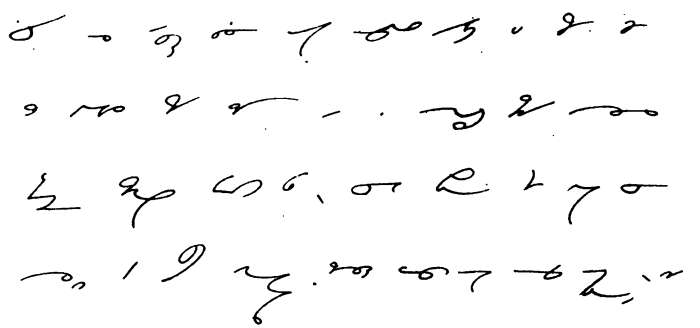
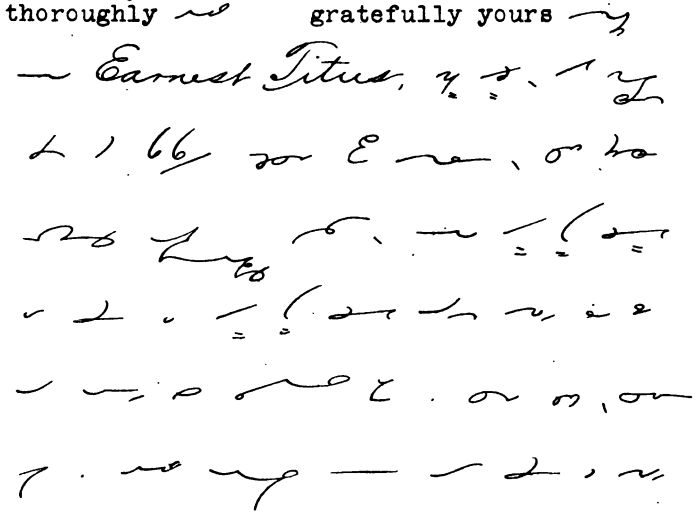


agreement you will please find enclosed
I thank you reciprocate
in this matter at any time
yesterday he would like
thoroughly gratefully yours



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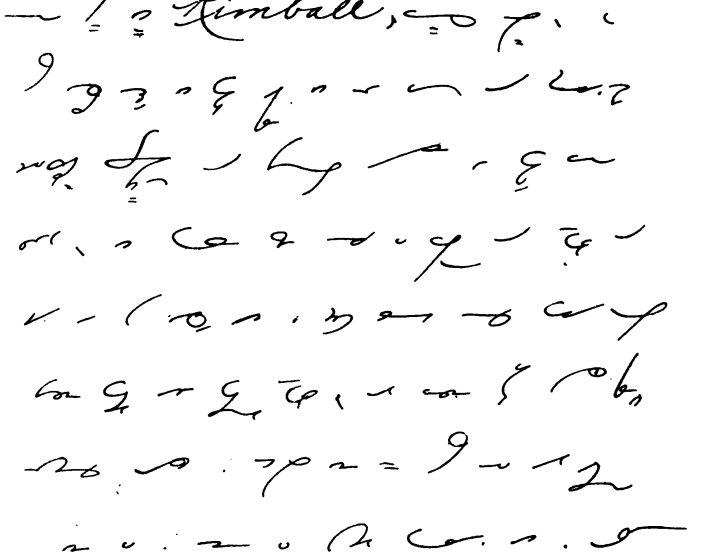
Omaha, Nebr.	Sir
proposition	beg leave
organization	artificial
decline	enterprise
termination	pecuniary
projectors	insuperable
objection	defendants
indictment	in other words
swindling	indignantly



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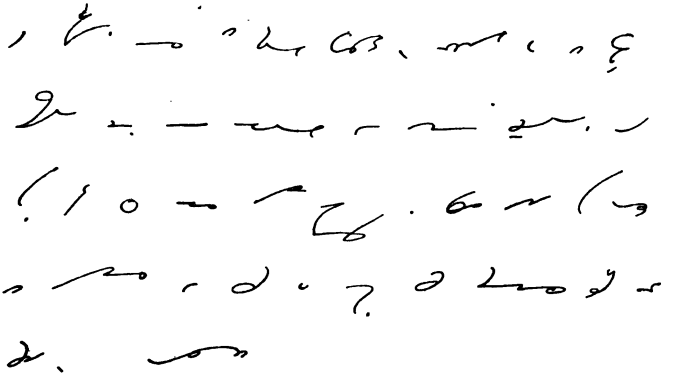
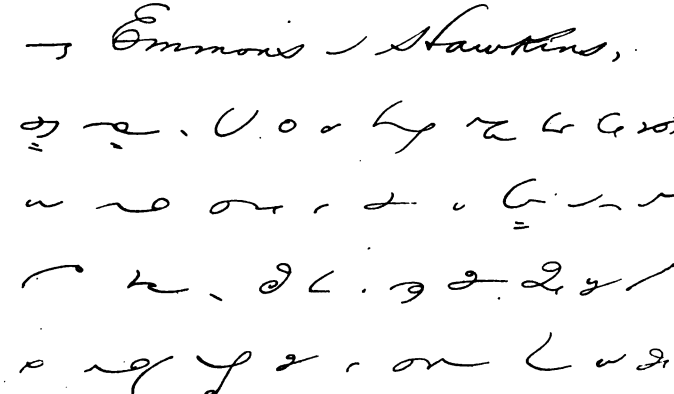


San Francisco, Cal. My dear Sirs
status herewith
liquidation actual
suspend disastrously
creditors nominal



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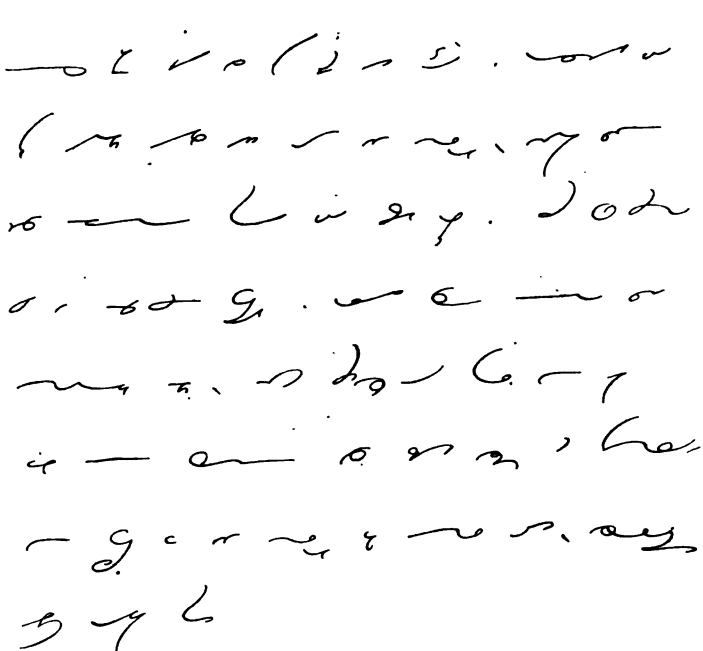
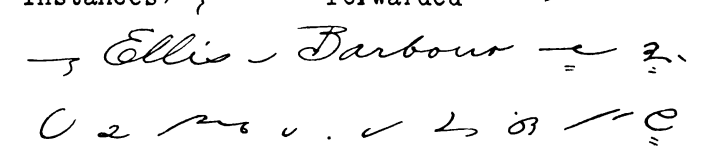


Milwaukee, Wis.
rule
financial
advantages
cartage
instances

duly in receipt
you will observe
in order
invoices
confirm
forwarded



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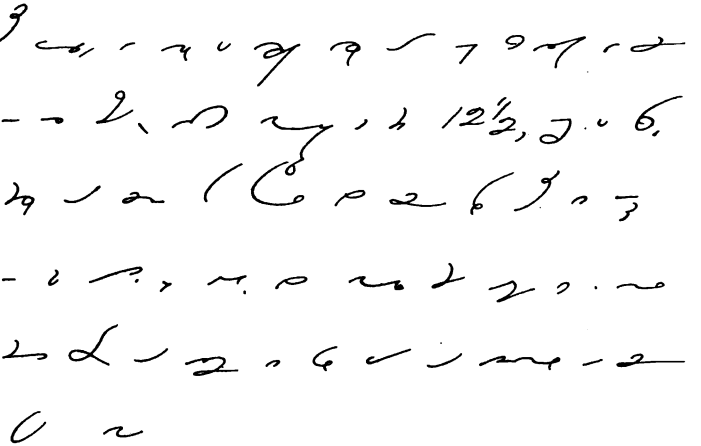
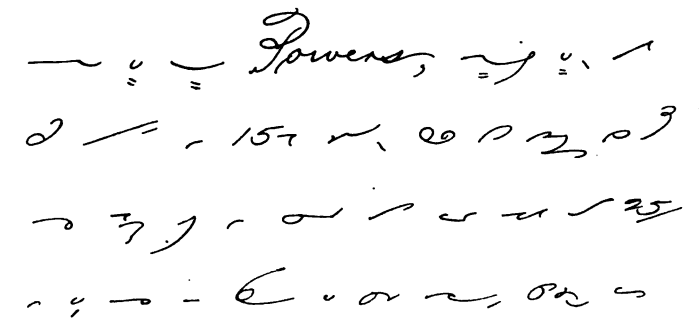


Cleveland, O.
property
as soon as
to inform you
security
is at hand
utterly
to turn



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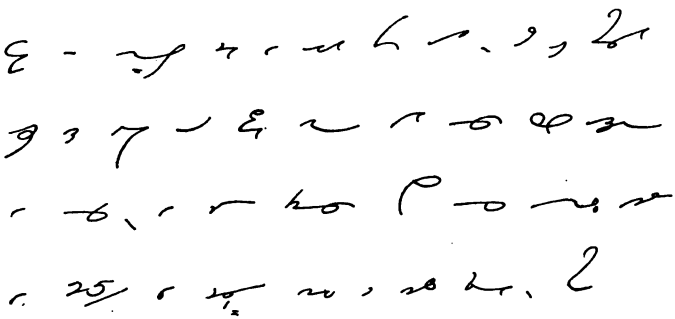
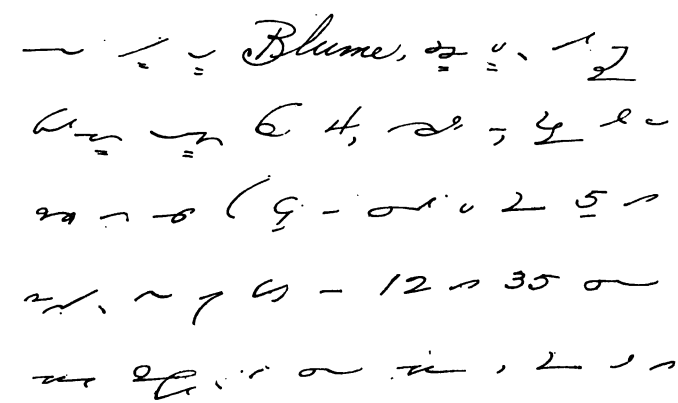


Cincinnati, O.
tax
as may be desired
equal
better than
secure
estate
immediately
investment
Life Insurance Co.
installments
execution
annual
government
already
purchased



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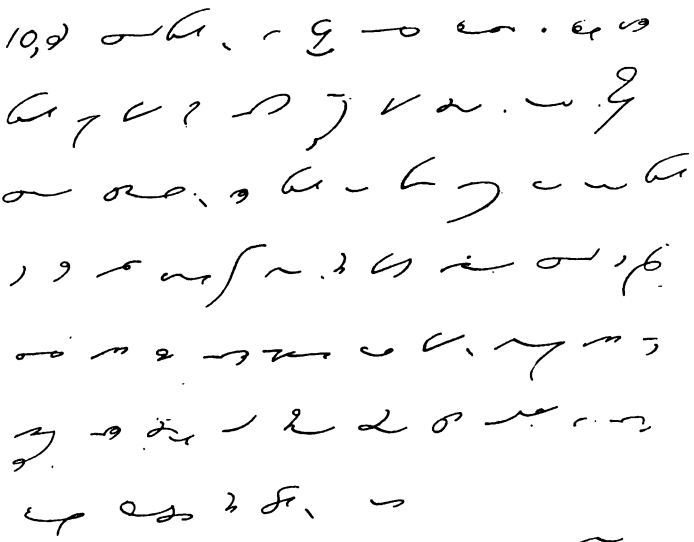
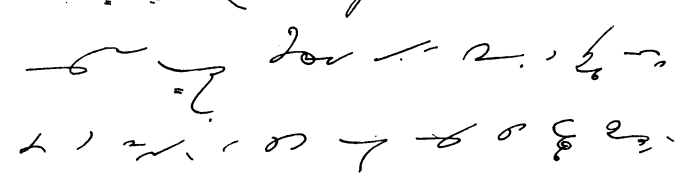


Minnesapolis, Minn. My dear Mr.
certificate this morning
treasurer's subscriptions
privileges circular
I do not remember western
to close entire



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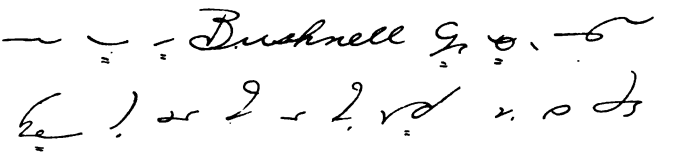
Digitized by Google

Providence, R. I.
policies
nearly

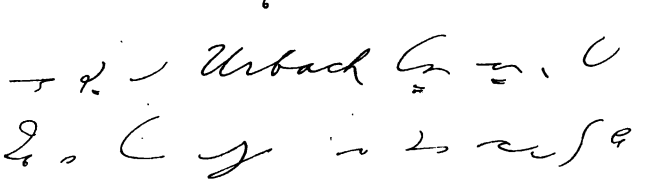
advances
standard
premium



104 17

Brooklyn
foreman
summer months
I should be happy

verify
I beg to say
settlement
factory



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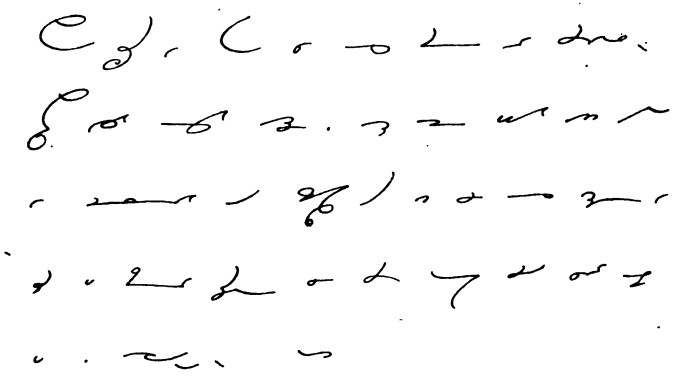
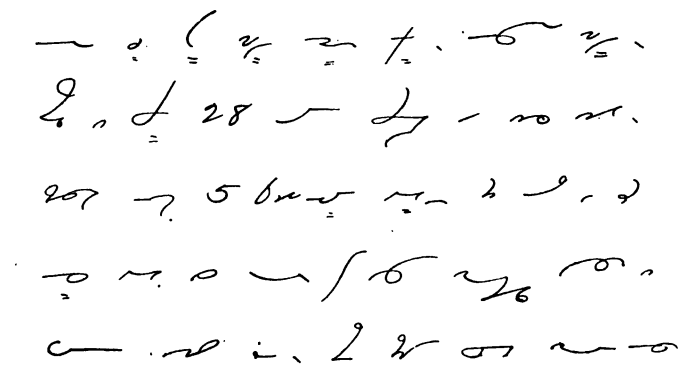


Newark, N. J.
northern
quarters
mistake
Warrington
permanent
you will have decided
very much pleased



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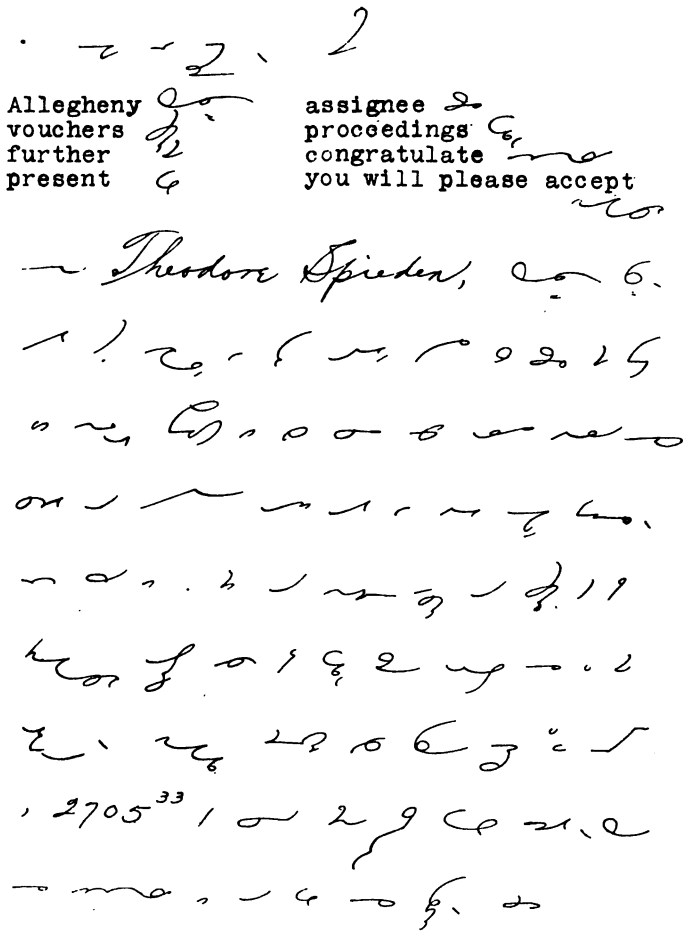


Allegheny
vouchers
further
present

assignee
proceedings
congratulate
you will please accept

Theodore Spieden,

Digitized by Google

Albany Northfield
indicated and oblige, Yours truly

Maurice Thompson,

3644,5,6 .

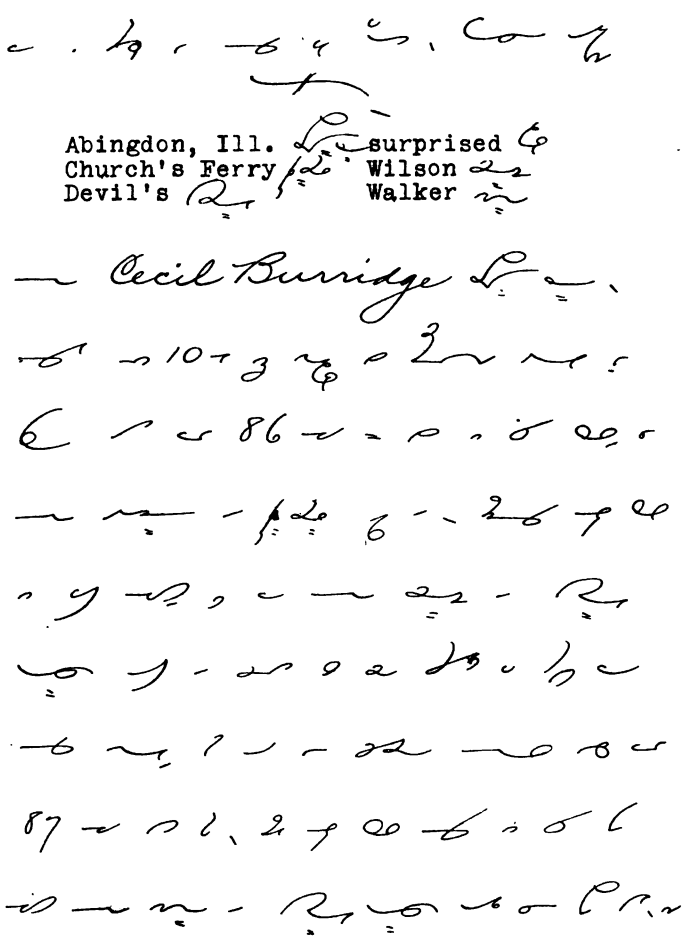
3123,4,5 . 3122

First National Bank please excuse
cashier please acknowledge
receipt

Newall

7819

Digitized by Google

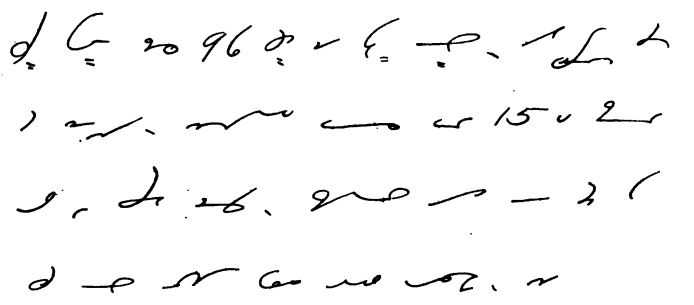


Abingdon, Ill. surprised
Church's Ferry Wilson
Devil's Walker

Cecil Burridge

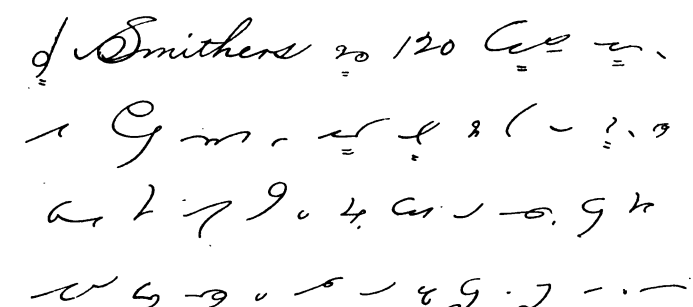
Digitized by Google

handicapped thoroughly
you can draw

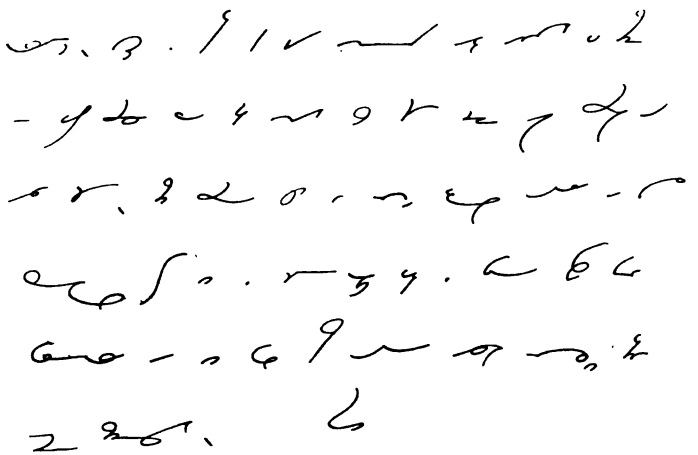


Broadway
tontine
protection
you may desire
commend
itself
to me

I beg leave
to the attention
Endowment Policy
investment
take pleasure
financial
rate of interest

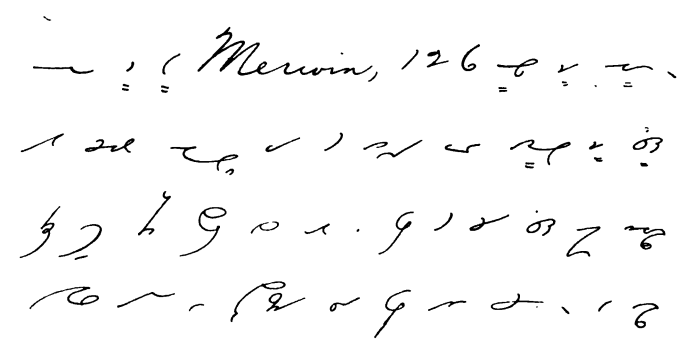


Digitized by Google



Nassau
approval
temporarily
prejudice

Tulip
unoccupied
more and more
absence



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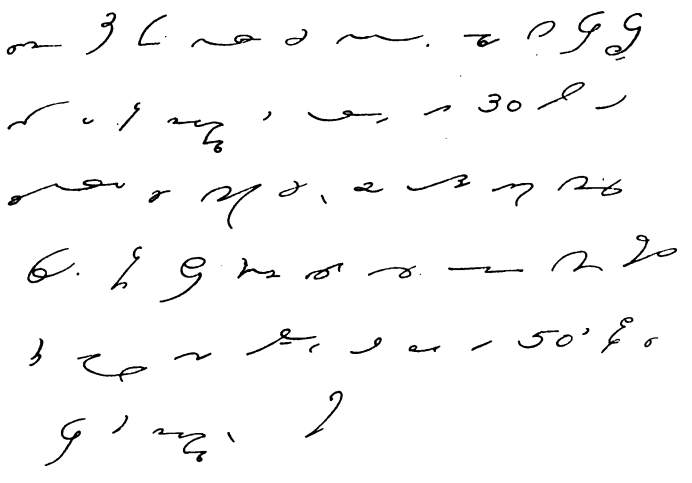
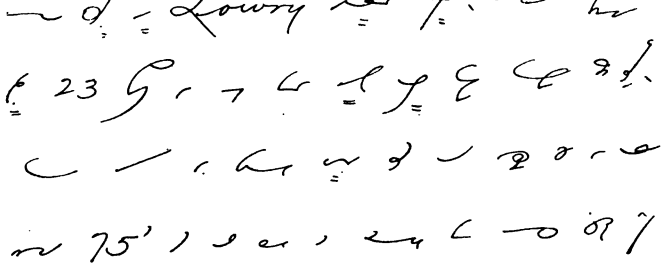


Trenton
kindly
comparisons

replying to your note
I beg to have
as low as



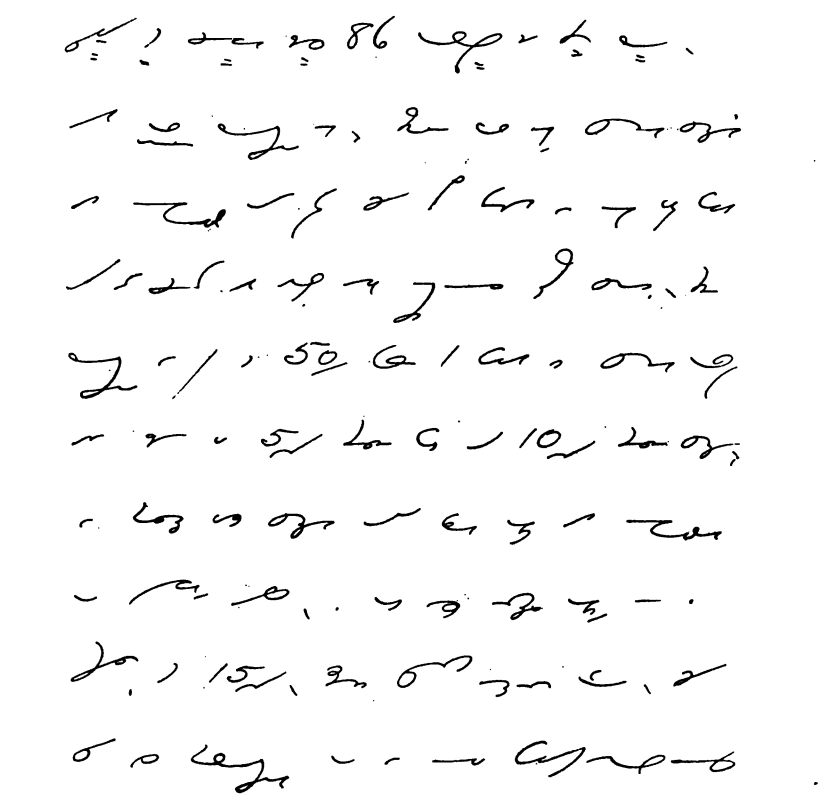
Digitized by Google

Burlington, Vt.
renewal
territory

postal
is at hand
reside

Digitized by Google

Edward	Larabee
elevator	already
accidents	employees
per annum	frequency
serious	verdict
demonstrated	productive



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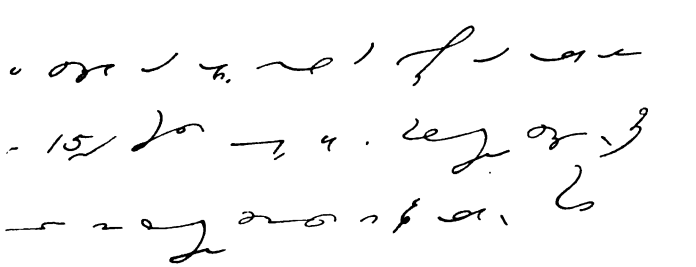
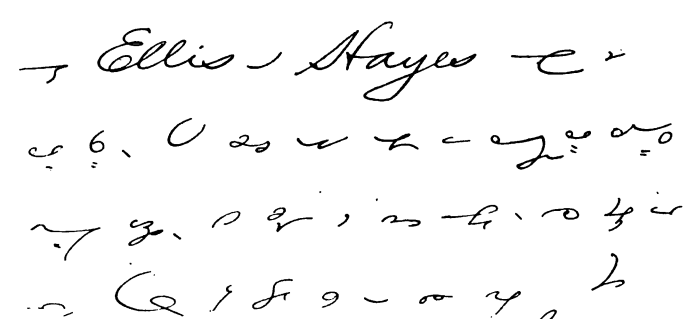
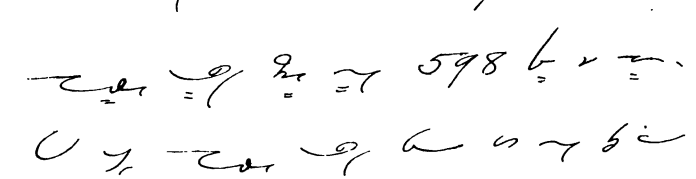


Erie athletic machines



assurance	adjustments
liberally	intelligently
anxiety	pleasant
everywhere	Louisville, Ky.
thereby	judging



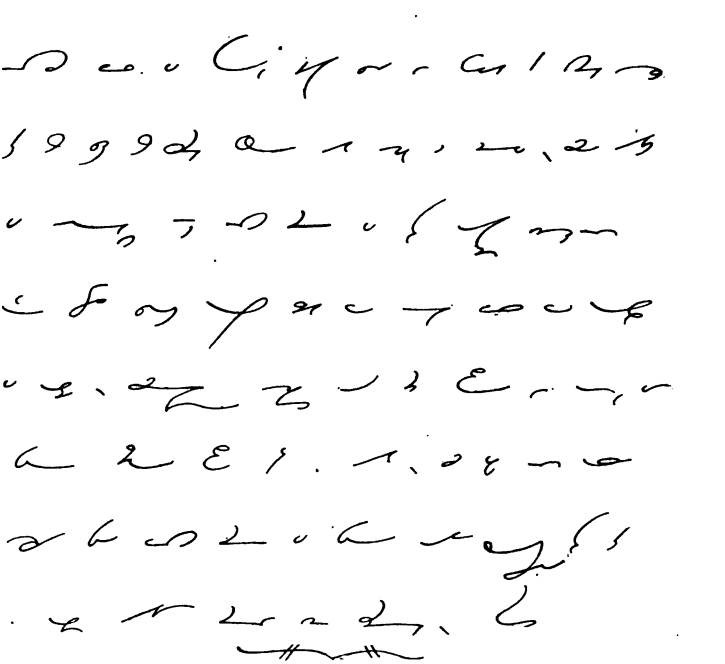
Digitized by Google

Richfield card

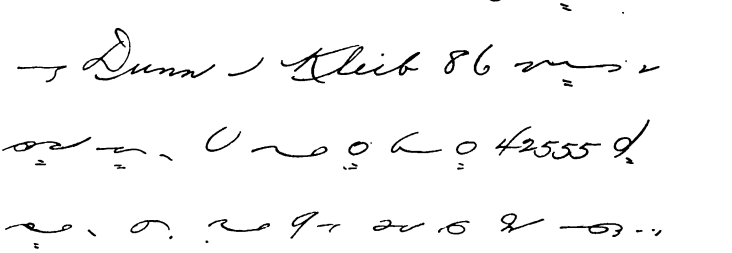
prospectus lessees

Cook

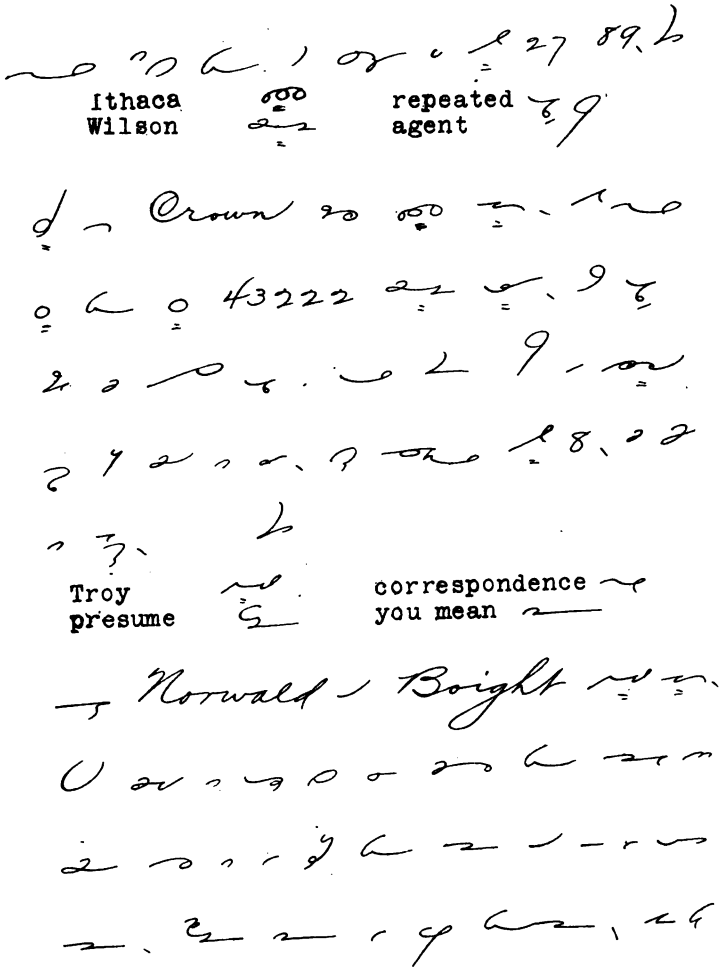
Digitized by Google



Waterloo Ticonderoga



Digitized by Google



Ithaca repeated
Wilson agent

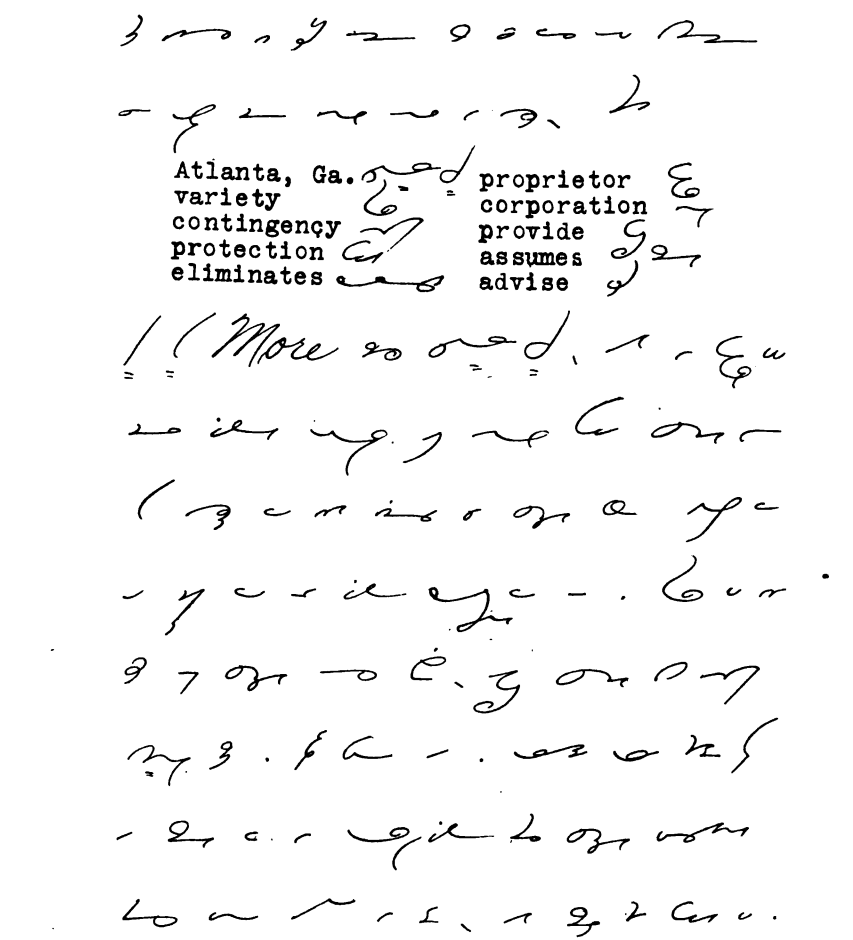
Crown

43222

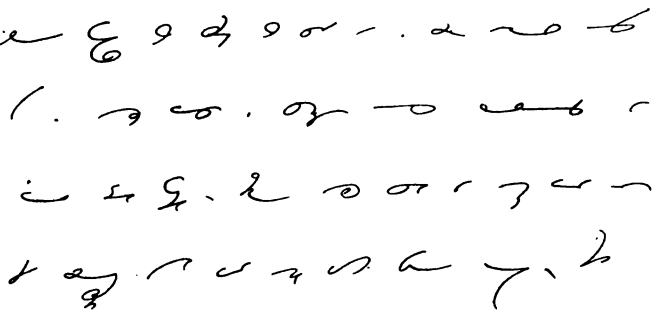
Troy correspondence
presume you mean

Norwald Boight

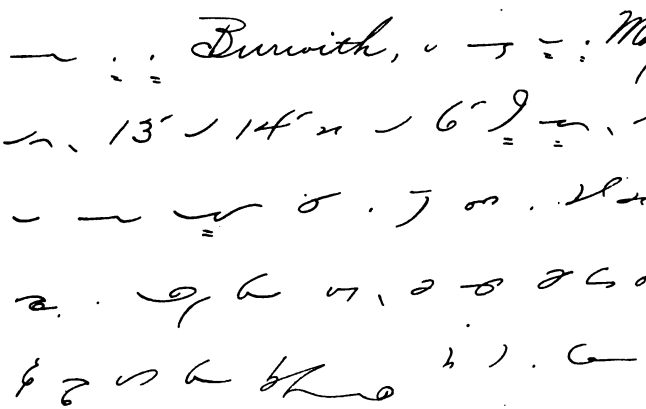
Digitized by Google



Digitized by Google



Laughton	concerning
specimen	multitude
establishment	exposed
righteous	aggregate
damages	would have been



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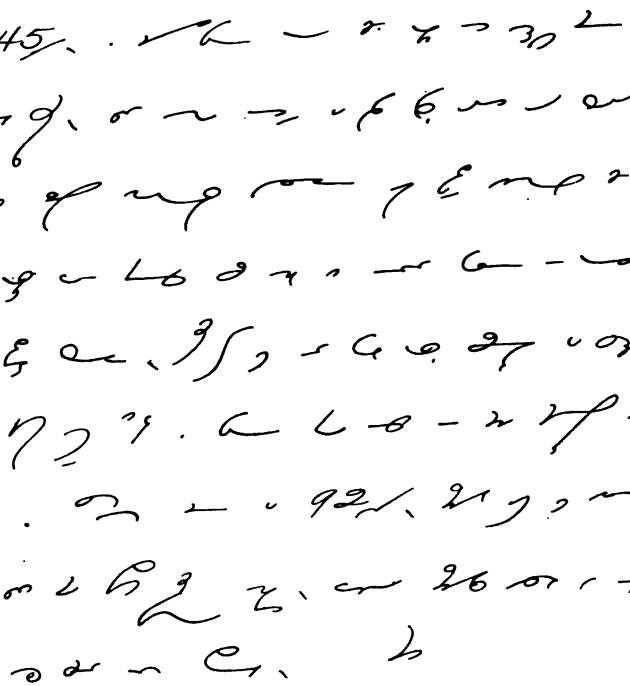
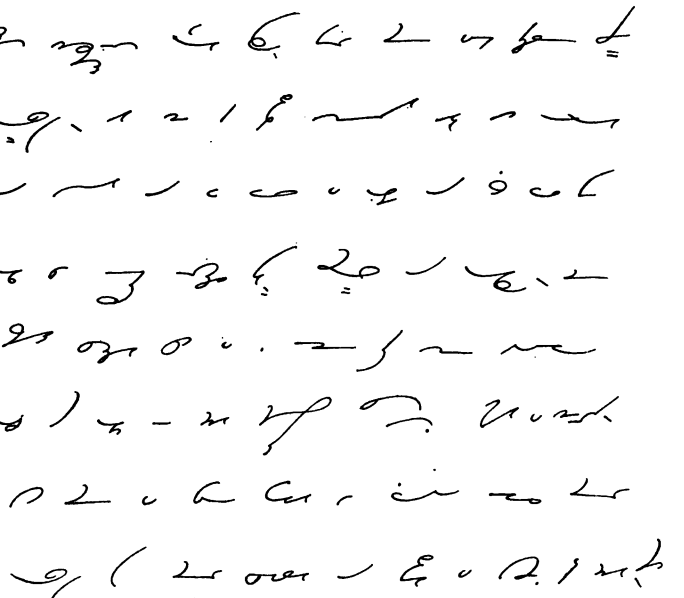


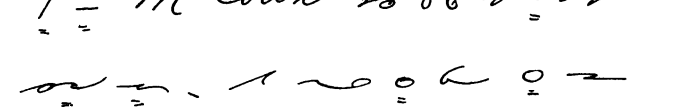
protects	term
general	careful consideration
tenants	elsewhere
landlords	favor
annoyance	half dozen

Digitized by Google

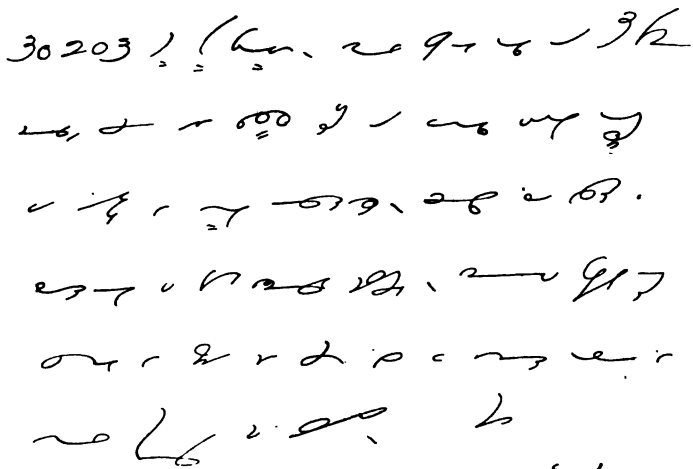


Pollock
start
illustration
of their reply
tardily

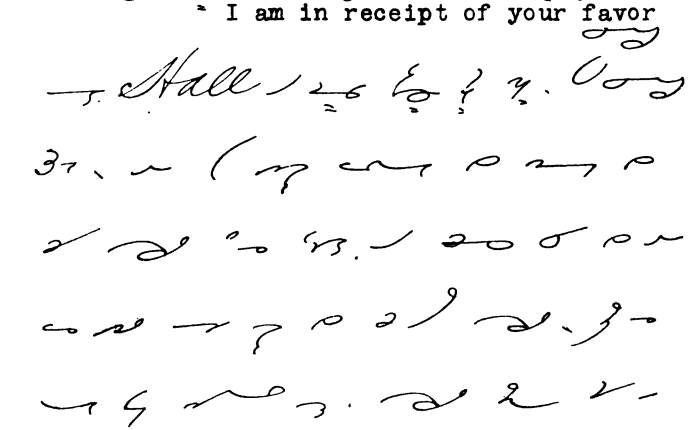
disposition
by this mail
prejudicial
communications
influences



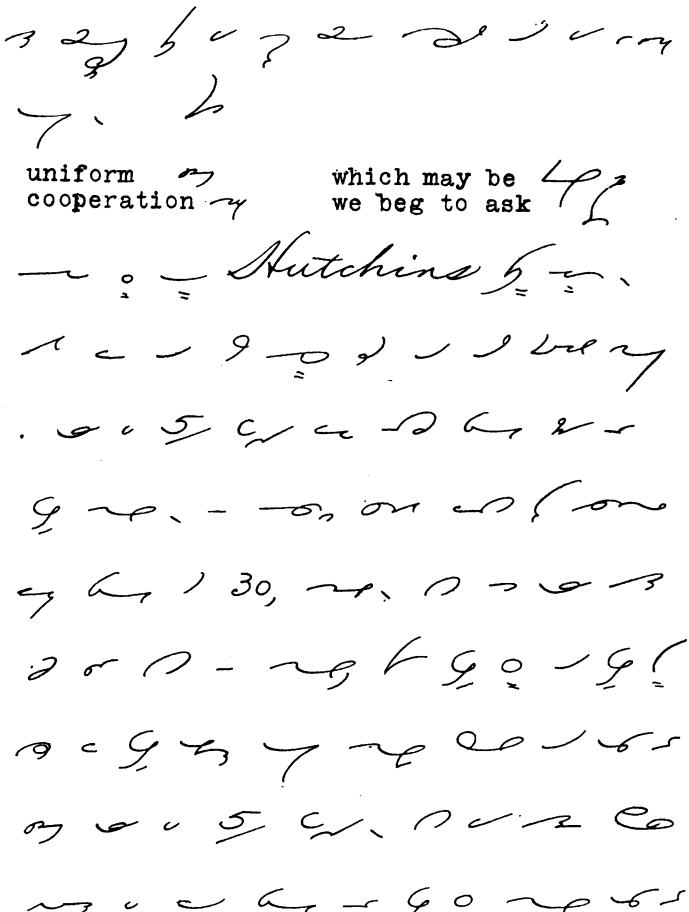
Digitized by Google



Washington Spokane Falls
I am in receipt of your favor



Digitized by Google

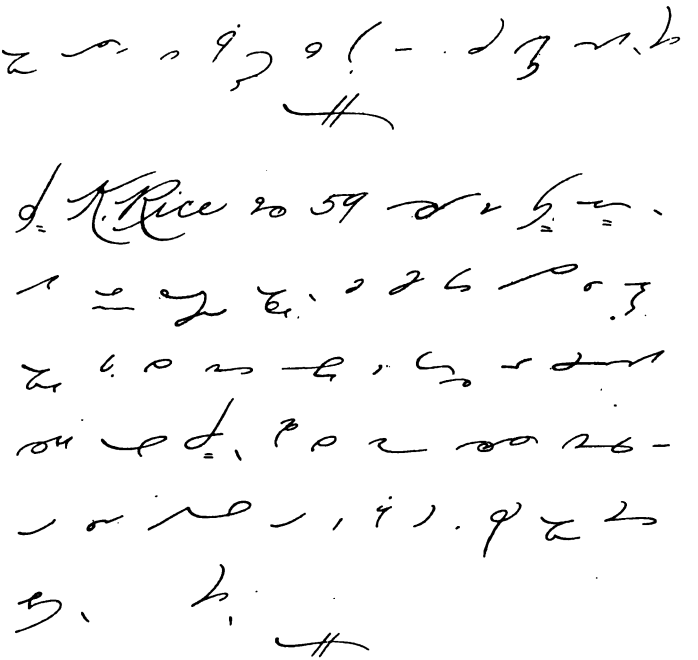


Digitized by Google

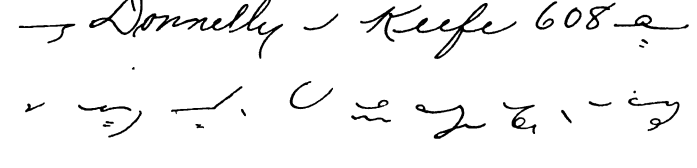
inspection
dangerous

indicated

Digitized by Google



Rockville, Md.
unsatisfactory
extensive
few months
apparently
pardon
outside



Digitized by Google

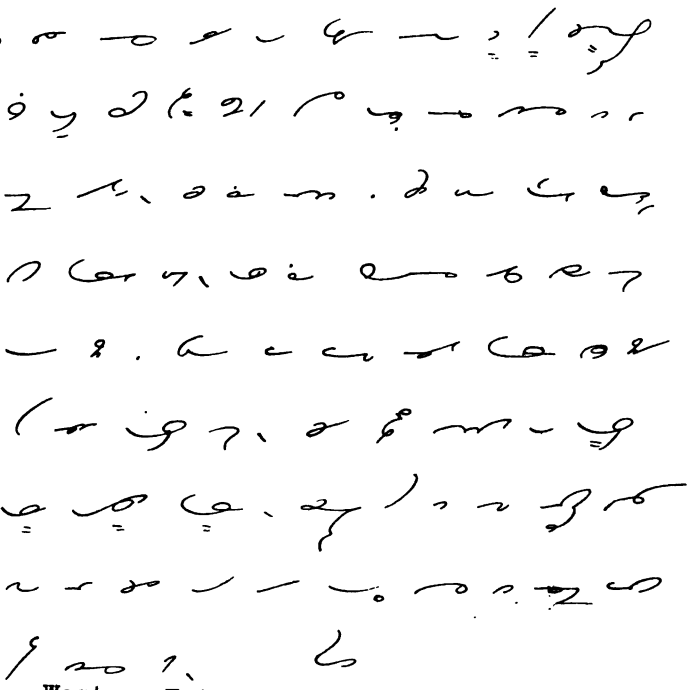
Phoenixville
together
some days
thoroughly
enclosures
surrendered
swell
we do not understand

Digitized by Google

Beverly president

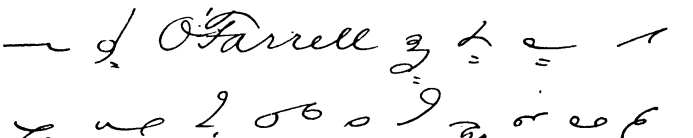
Ford

Digitized by Google

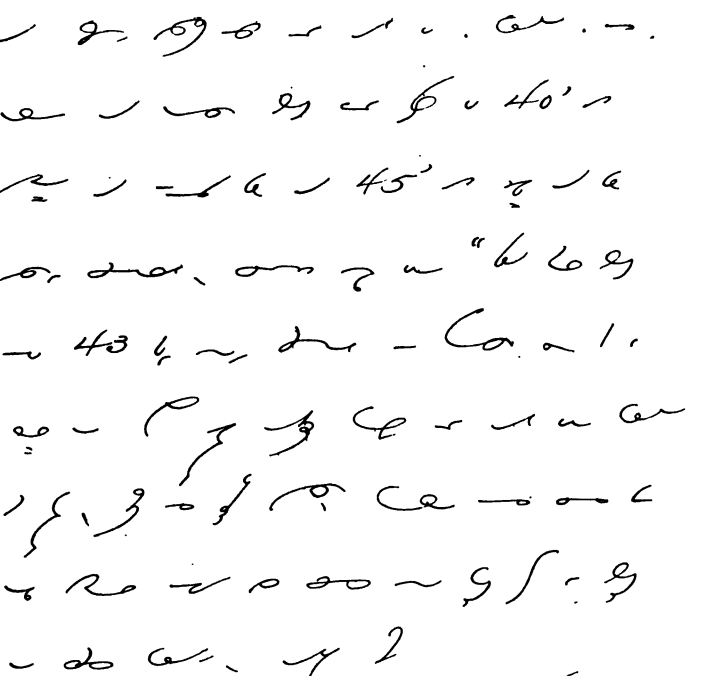


Western Frt. Agt. telegram correct

Duluth ascertaining wire



Digitized by Google

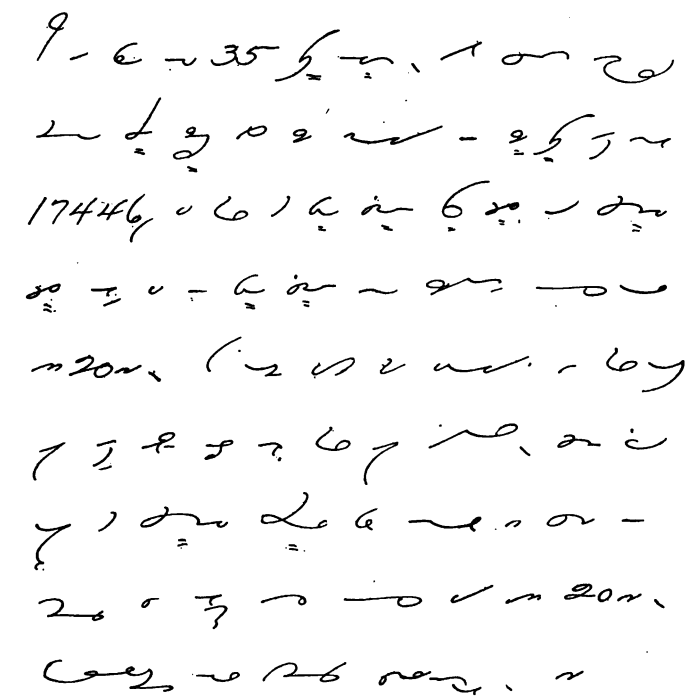


Division Frt. Agt. bill of lading
household Staten Island
Clifton quotation
consignee transit
distinctly please advise

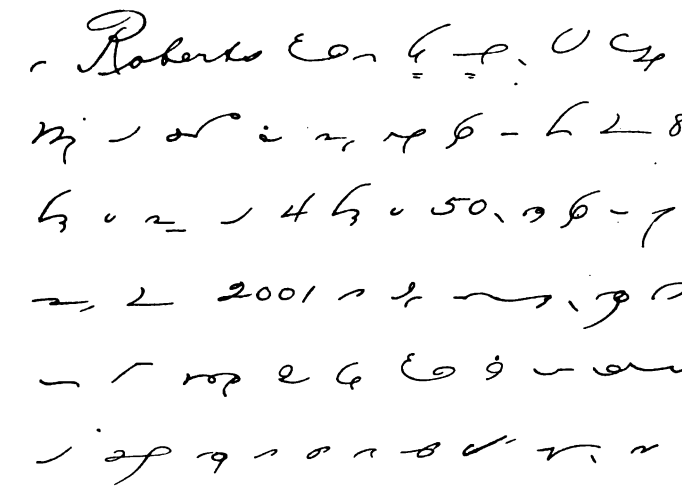
Digitized by Google

Digitized by Google

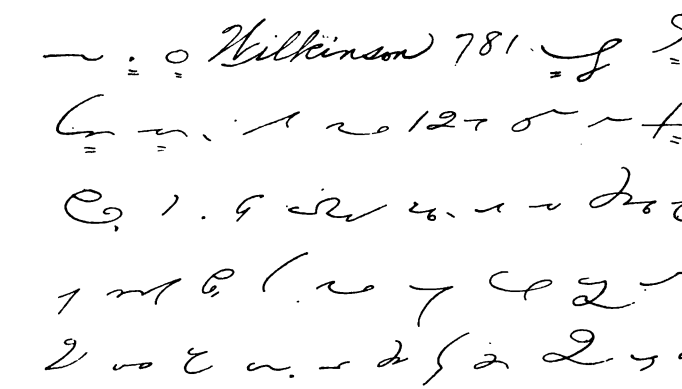
conformity please let me hear from you
Eastern Frt. Agt.
twice Saginaw



Digitized by Google



Lafayette addressed
vacancy general manager



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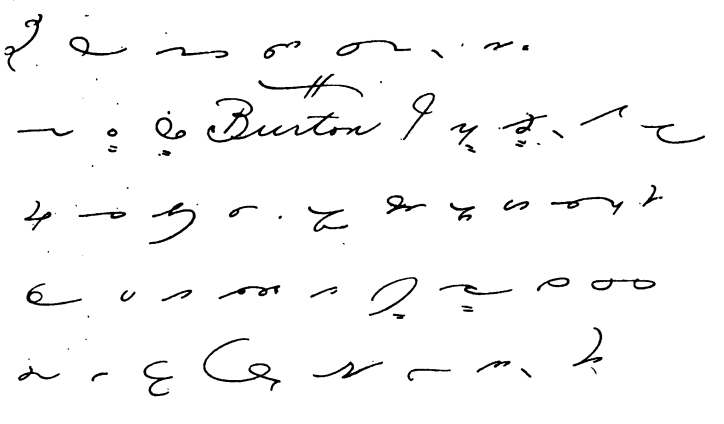

situation	legitimate
demand	prospective
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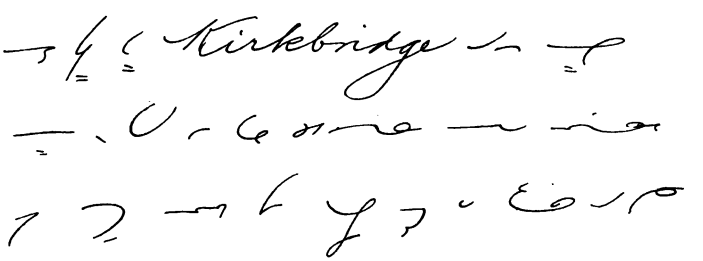
decidedly	enormous
exports	miscalculations
germinating	affecting



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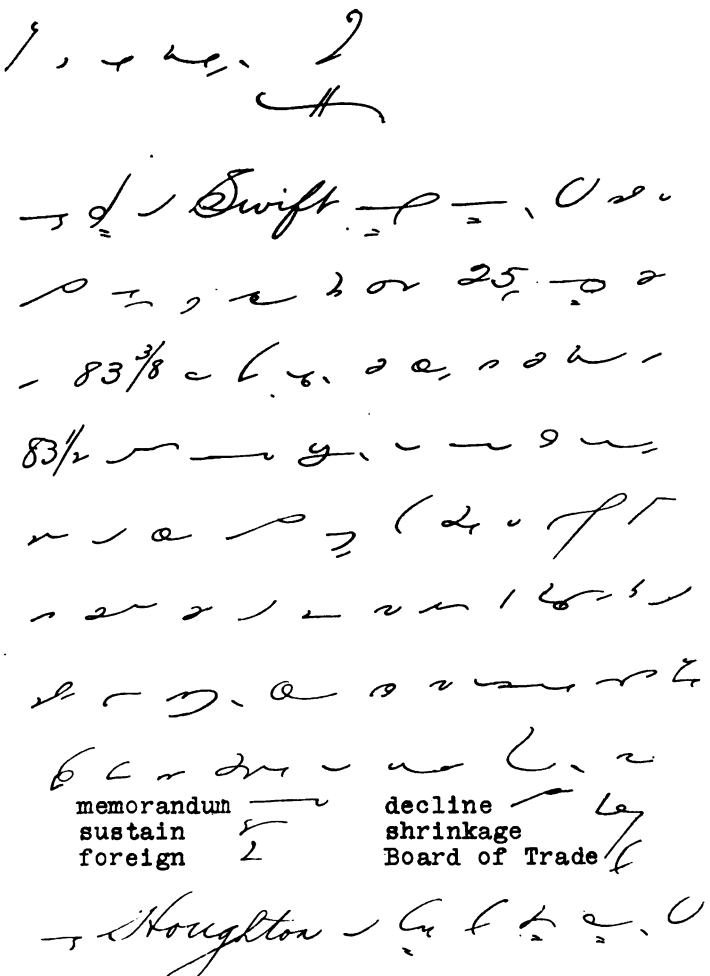

memorandum
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foreign
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shrinkage
Board of Trade

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Burrows
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Cedar Rapids
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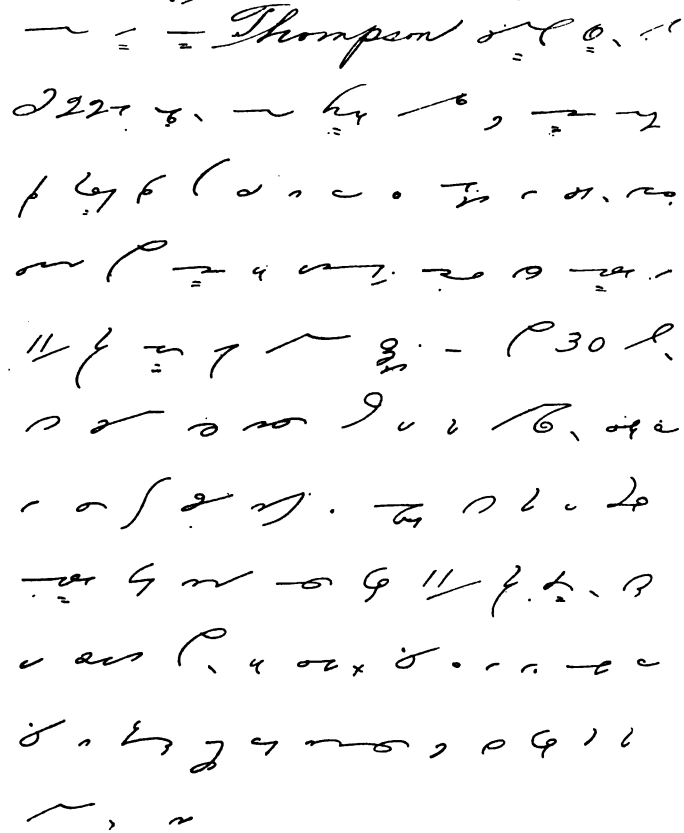

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convenient
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Edinburgh, N. D.
privilege
barrels
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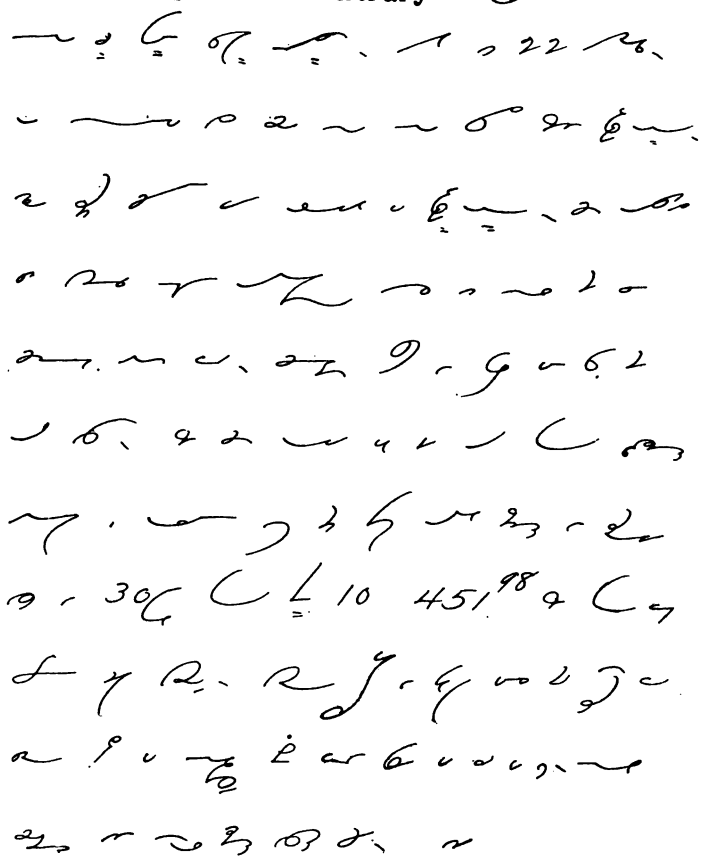

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Albert Lea
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substitution
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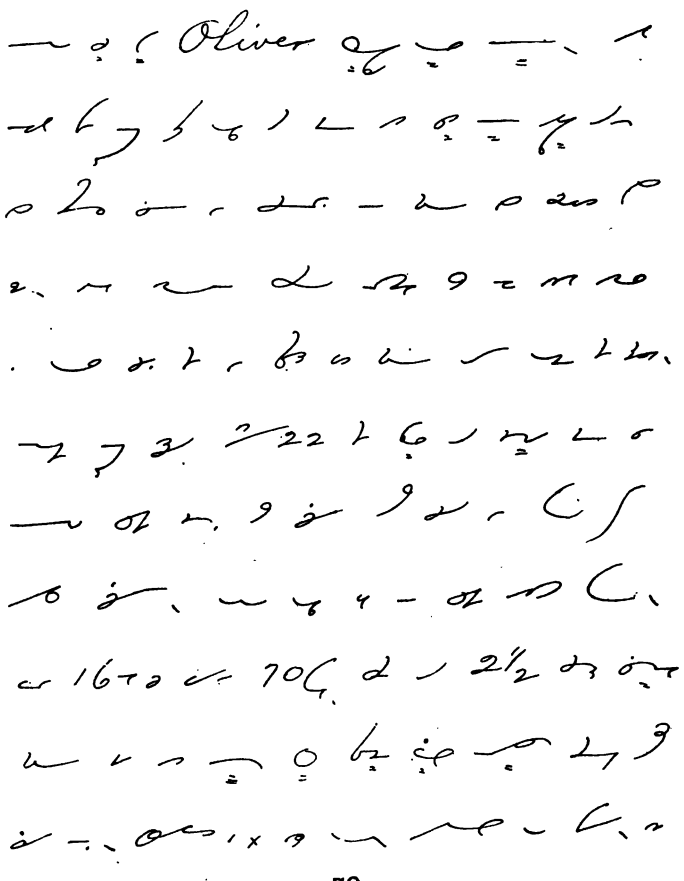

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cherries

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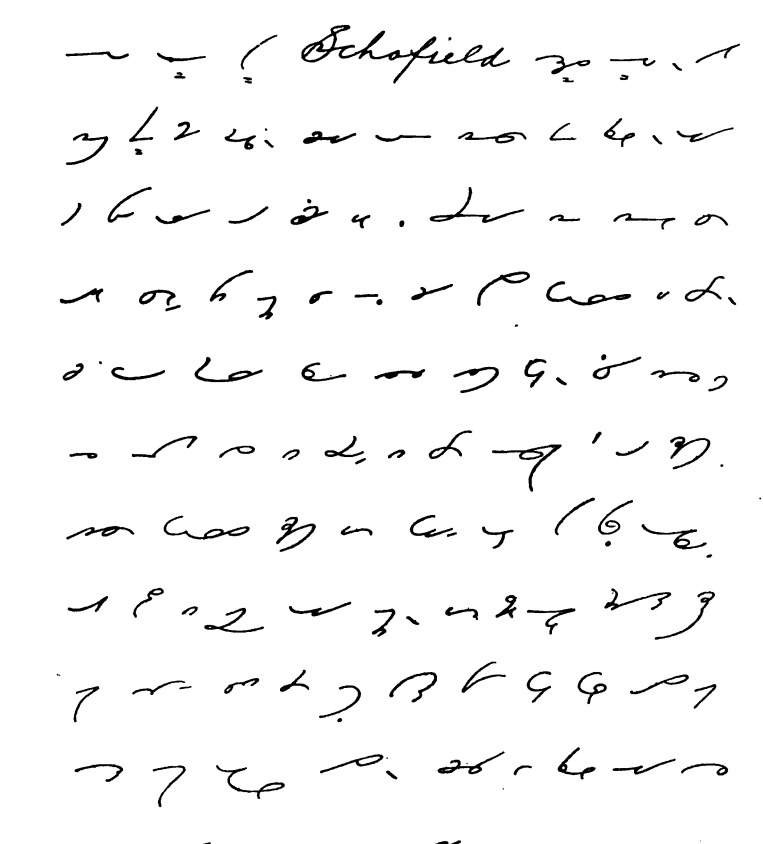

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box

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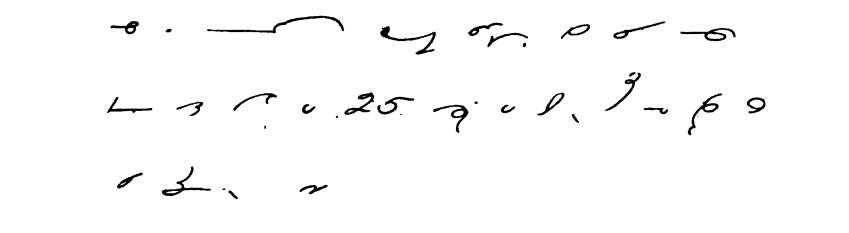
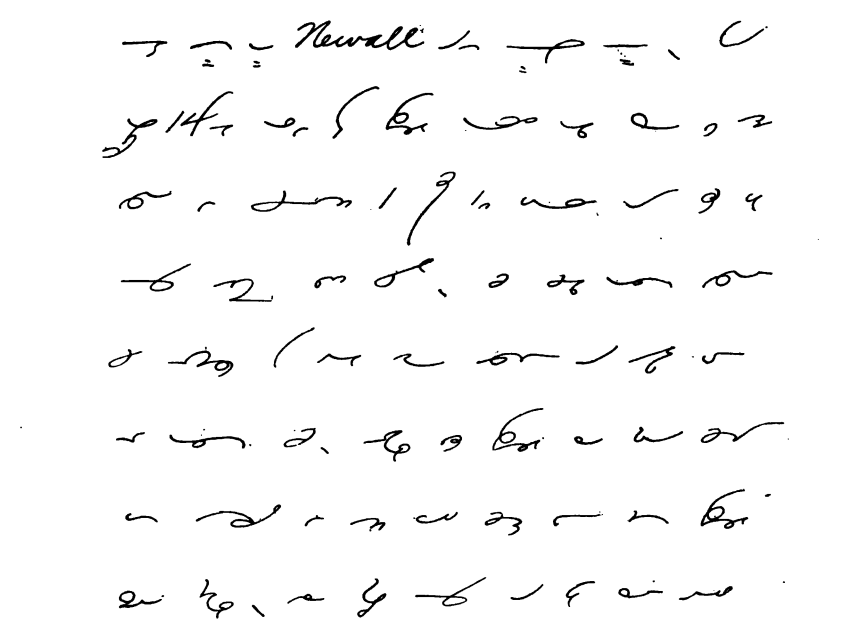


rectify they were



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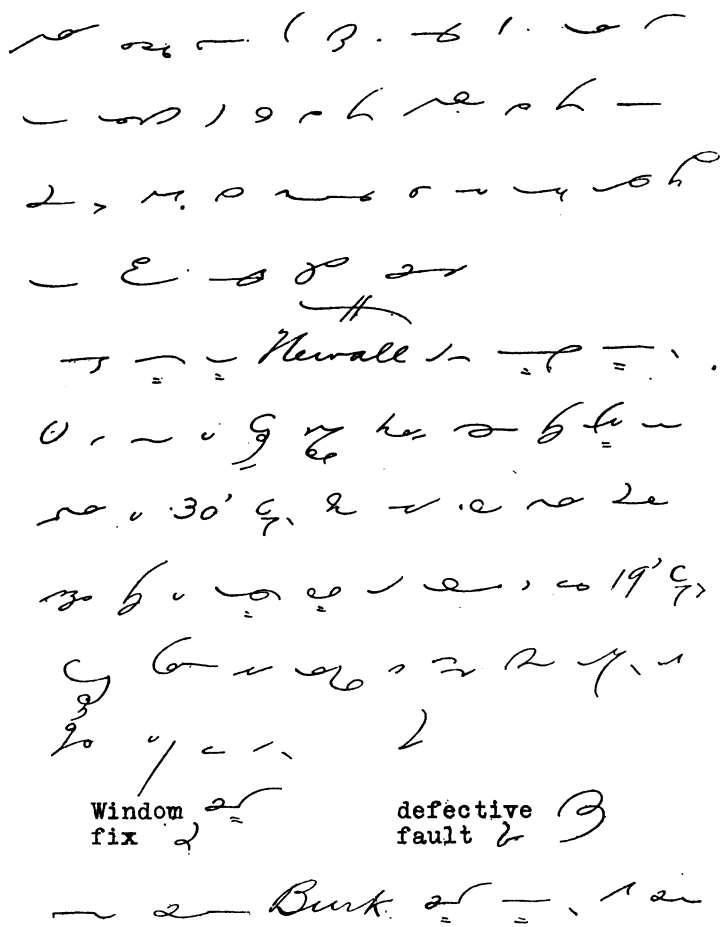

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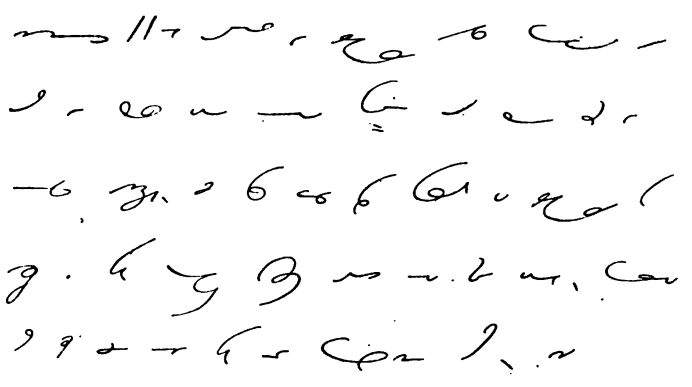
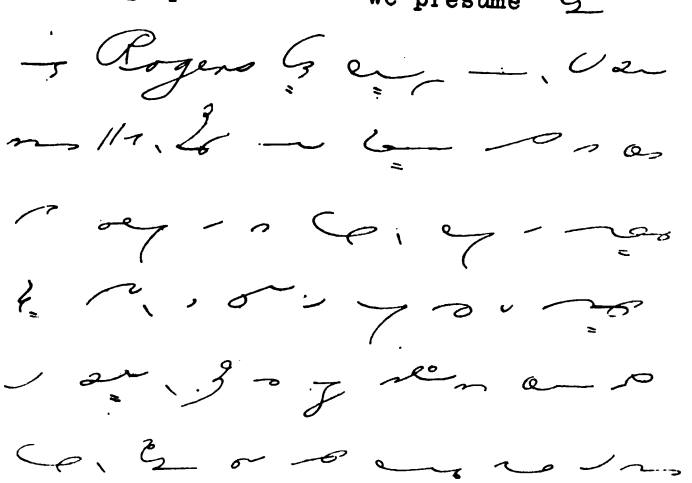


Arlington telegraph

wire him we presume



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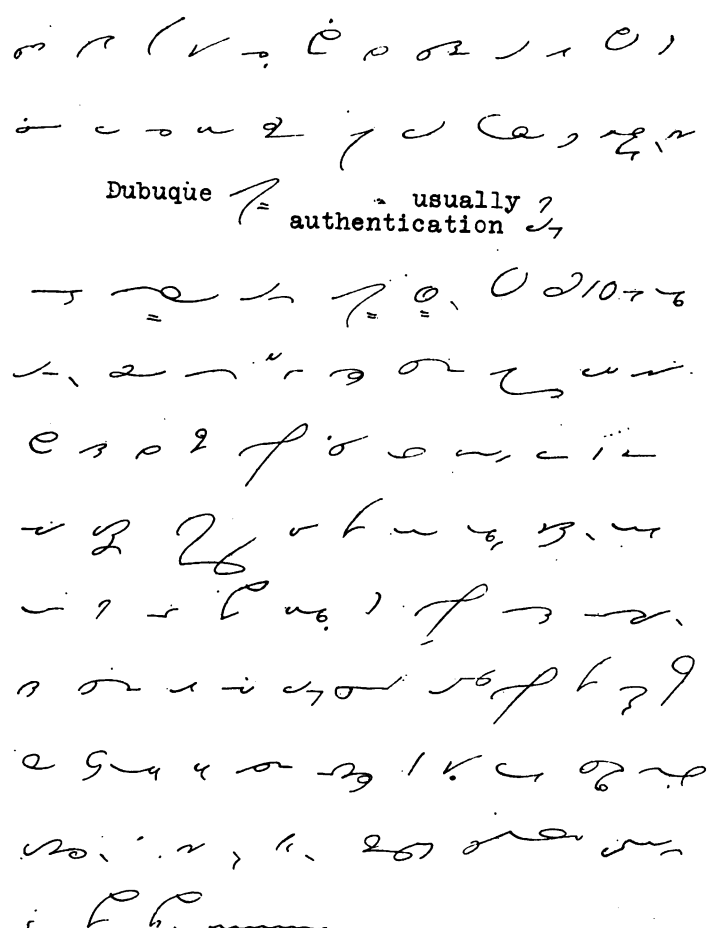

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refined
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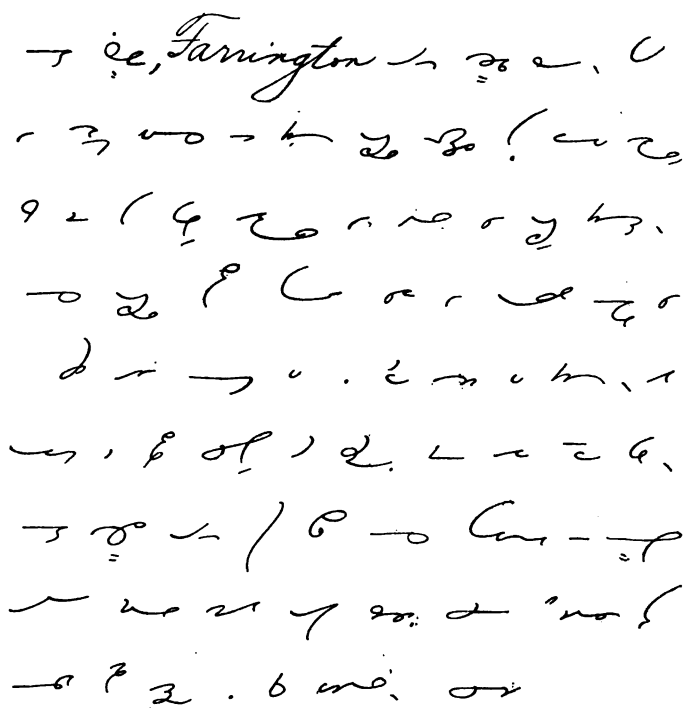
methods



Red Cloud
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article

in your office
desirable
at an early date

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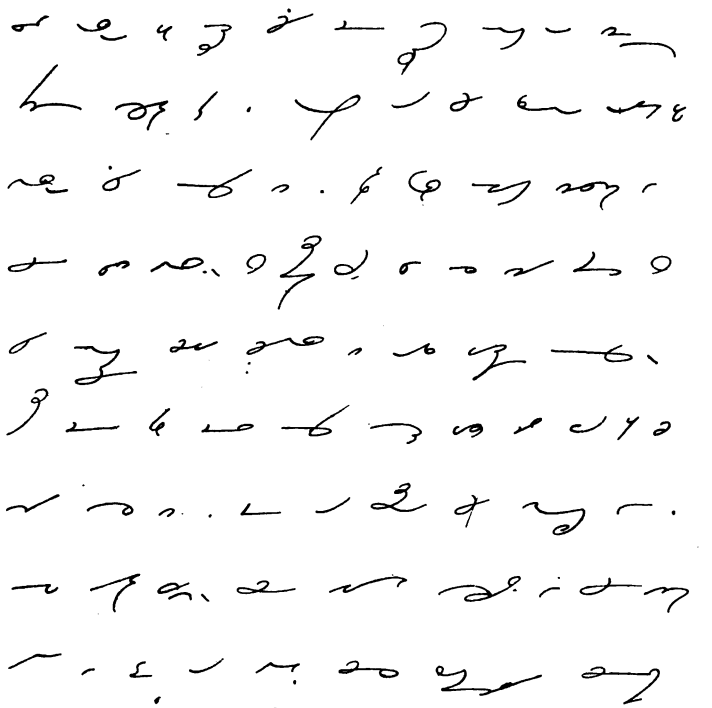

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jelly taxed
Moline, Milburn, Stoddard

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Lenox duplicate
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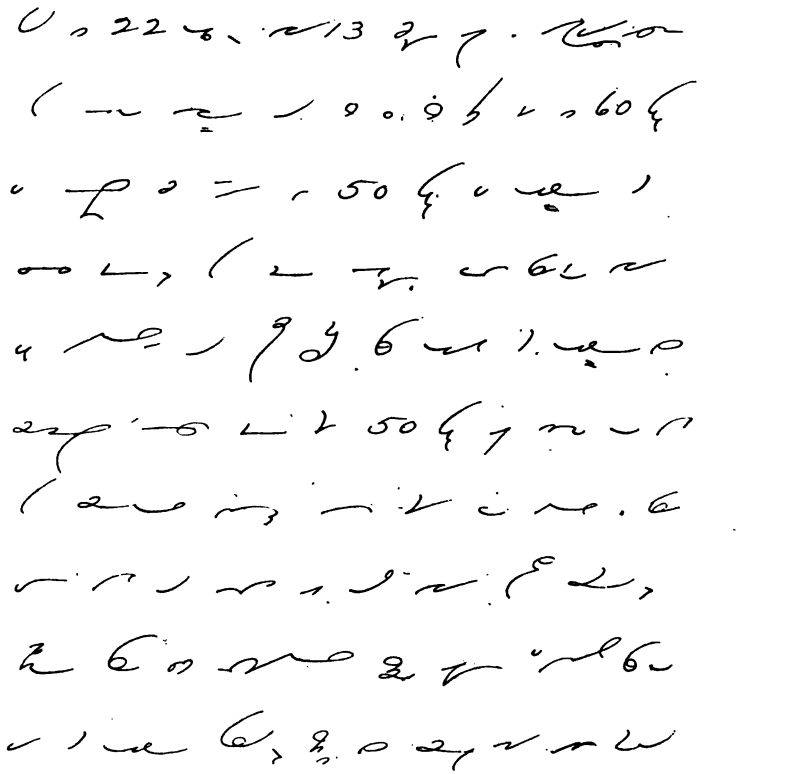

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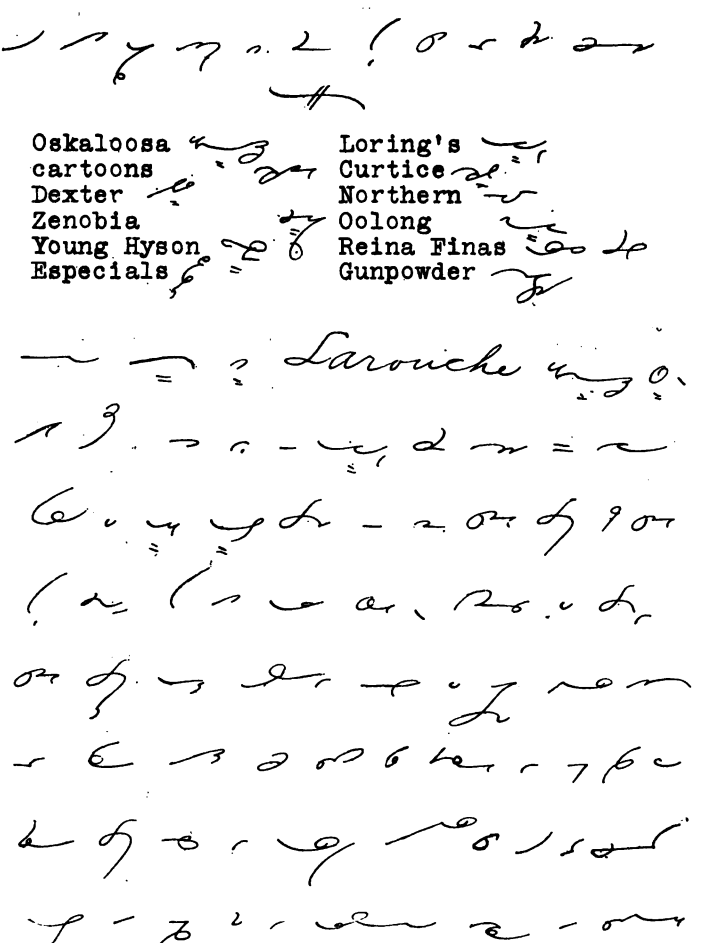

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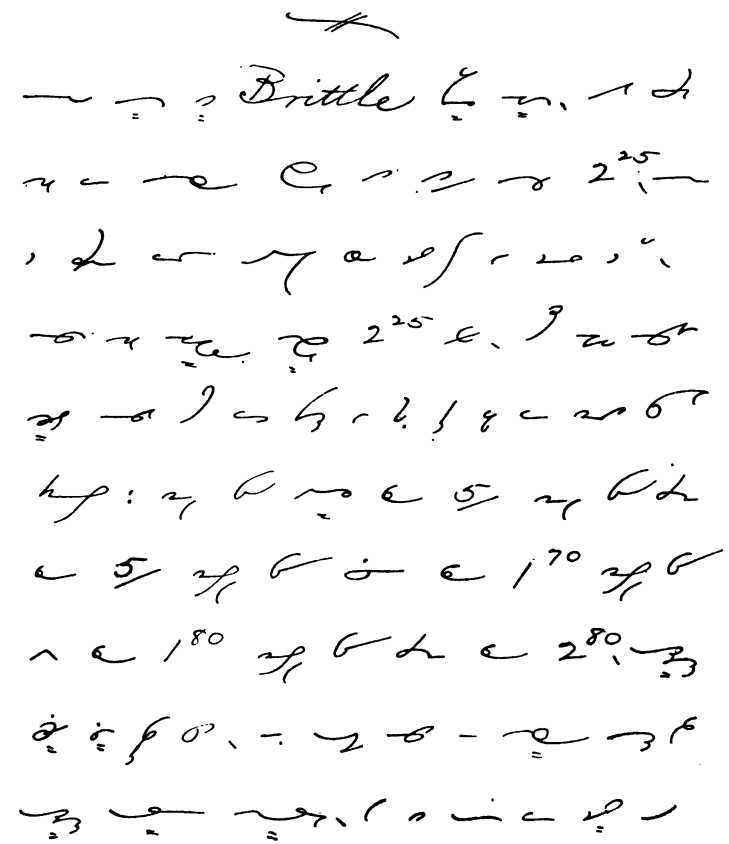
Nonpareil Capers
Newsboy
Piper Heidsick
Young American
candy



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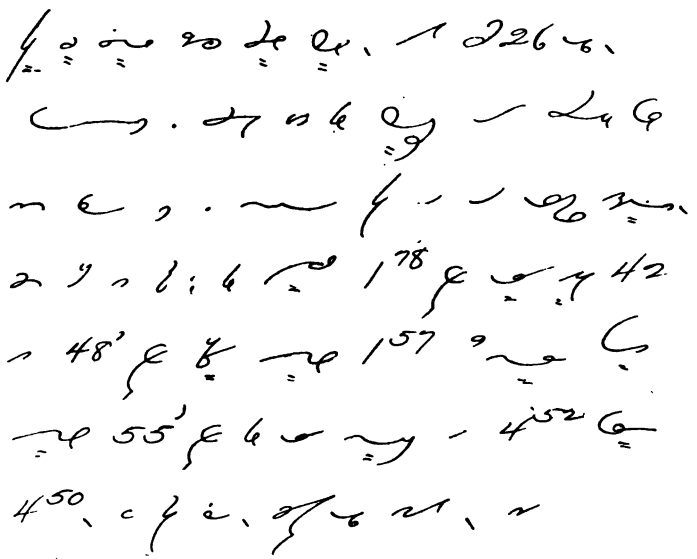
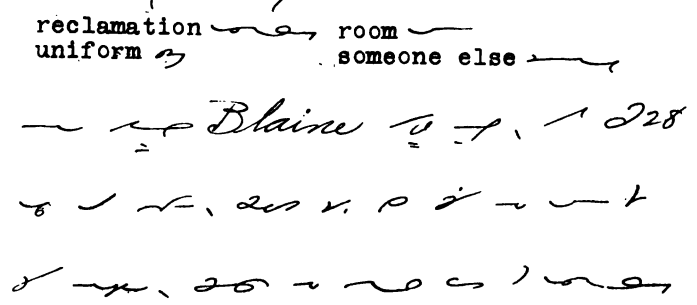
Phoenix, Ariz. please mail us
alfalfa carload



reclamation room
uniform someone else



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tangerines

Mediterranean

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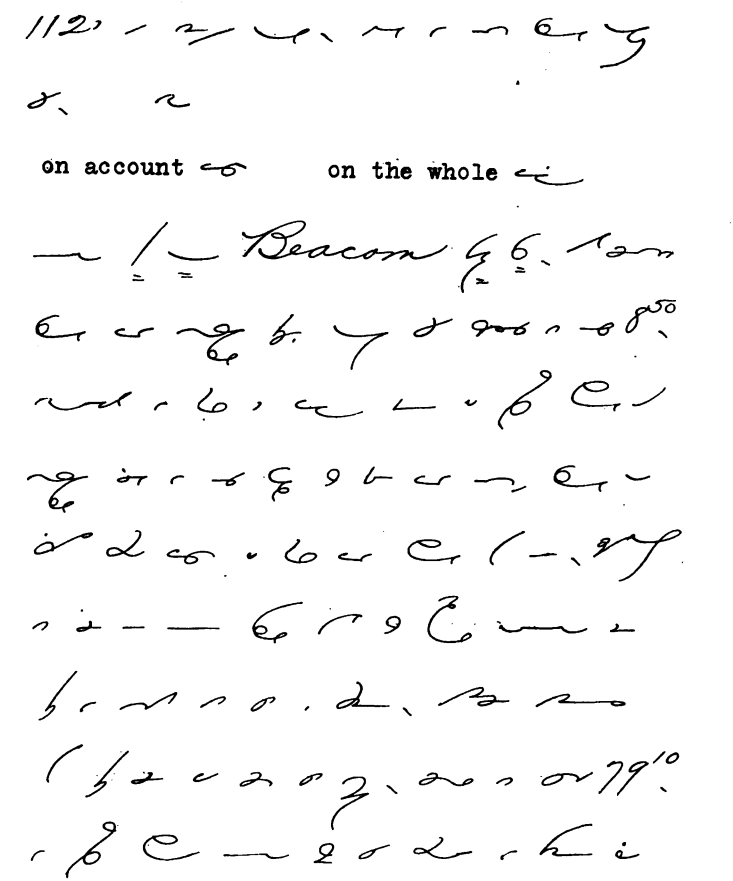

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Navels
bananas
cocoanuts
Los Neitos
pecans
Messina

buckwheat
sardines
Tarrogons Almonis
apricots
Swiss
urge

Mitchell

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- 3'0 ಕ್ಷ. ಸ್ಕ್ವ 100, - 5' 4 m 6',
ಅ = 4 ಅ - 4'40 = 4'30 ಕ್ಷ.
ಉದ್ದ ಅಂಚು ಸಿ = m 17',
ಅಗ 3 = 4 ಬ. ಗೆ ಕ್ಷ ಅ - 8
= 9' - 10 ಕ್ಷ. ಸಿ ಕ್ಷ ಅಗ - m
13', ಸ್ಕ್ವ ಸ್ಥಿ 11 = 12', - ಅಗ 12½
= 13' - 6 8 10 = 12 ಕ್ಷ. ಚ
ಅಂ ಕ, m 10 = 11' ಕ್ಷ ಸ್ಥಿ ಬ ಕ್ಷ
- m 12½ - . ಅ ಎ = 11½ - .
ಗ ಎ. ಎ ಕ್ಷ). ಚ ಅ ಎ ಕ್ಷ
ಗ - ಕ = 60: 40, = 25: - 72'
ಬ ಕ. ಎ ಗ ಎ. ಕ್ಷ ಎ = 23 = 28',

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vegetables Murray & Bartlett

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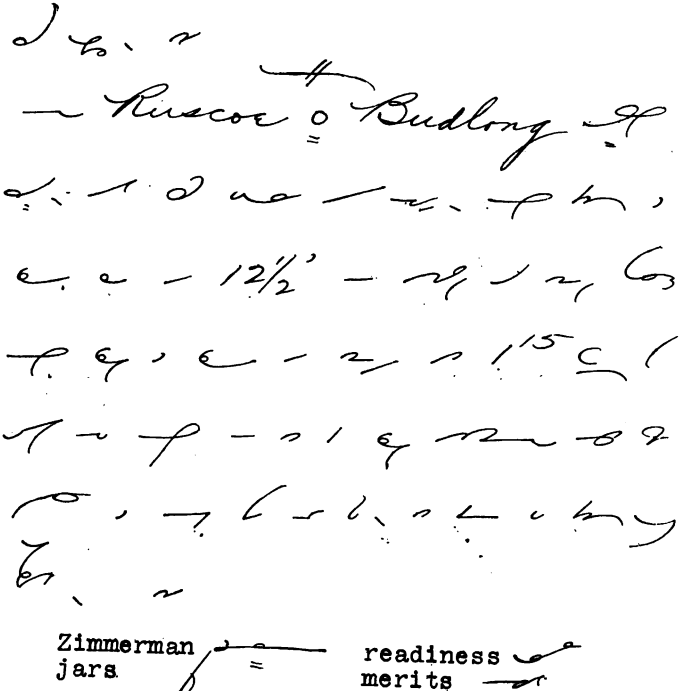

Zimmerman jars

readiness

merits

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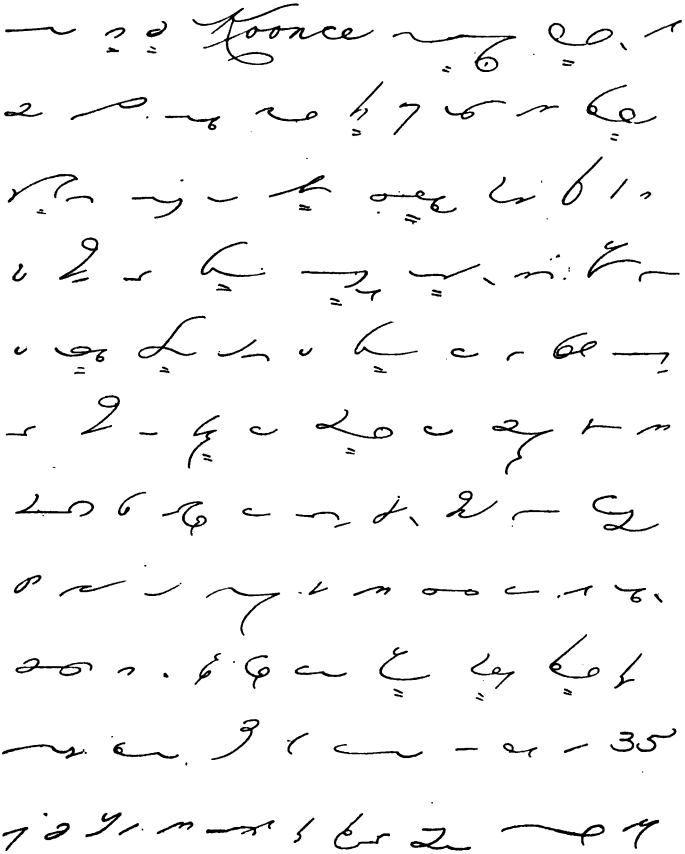
Bellaire
opal
Columbia
record
Ransey
Alabama



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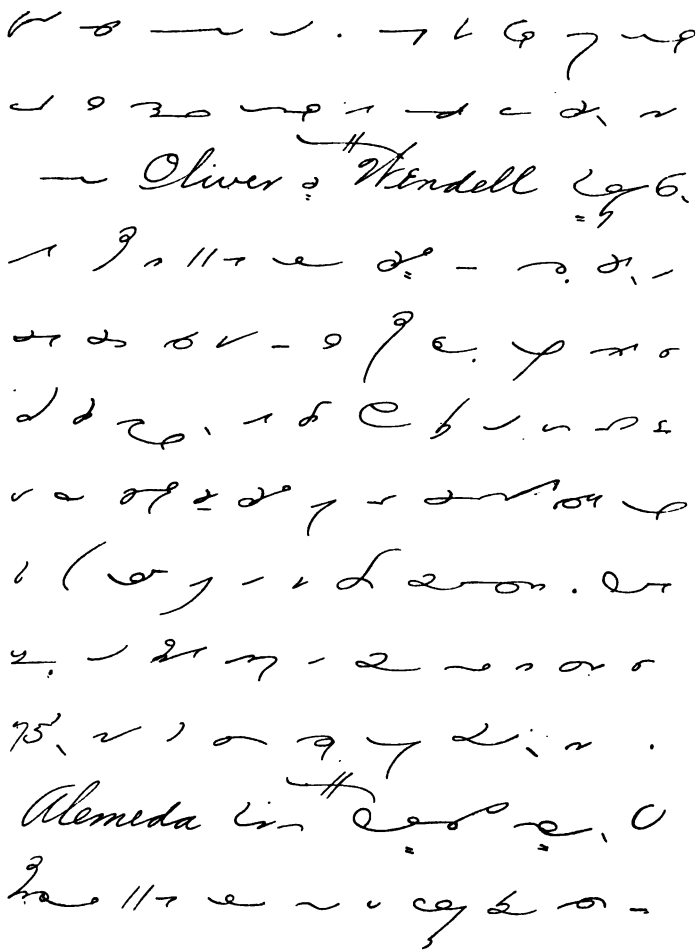

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price list

Mellette, N. Dak.

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flax
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general agents
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beds

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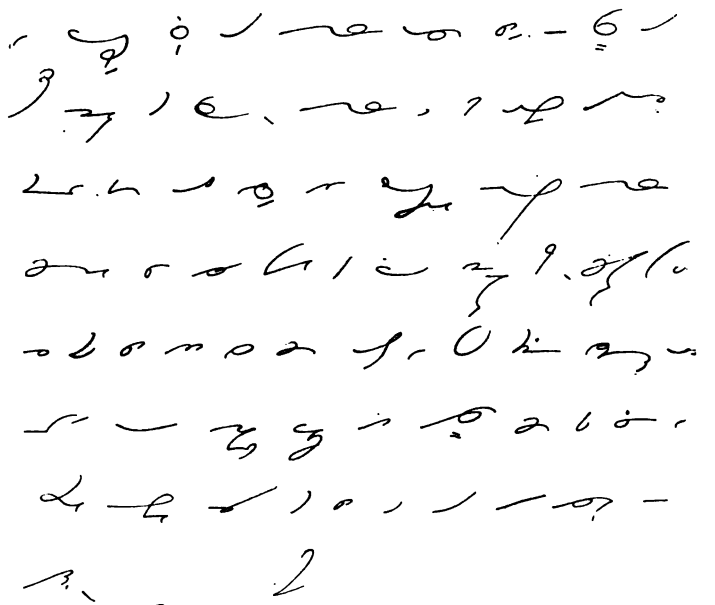
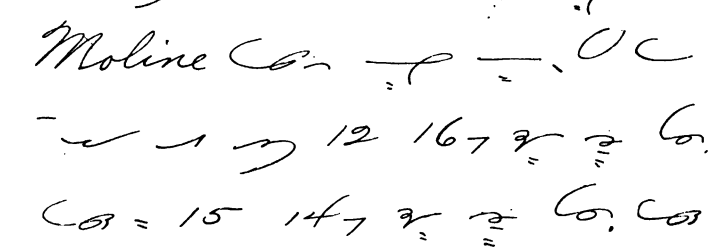


western
dandy
shovel

cultivators
Imperial
C.R.I & P.Ry.



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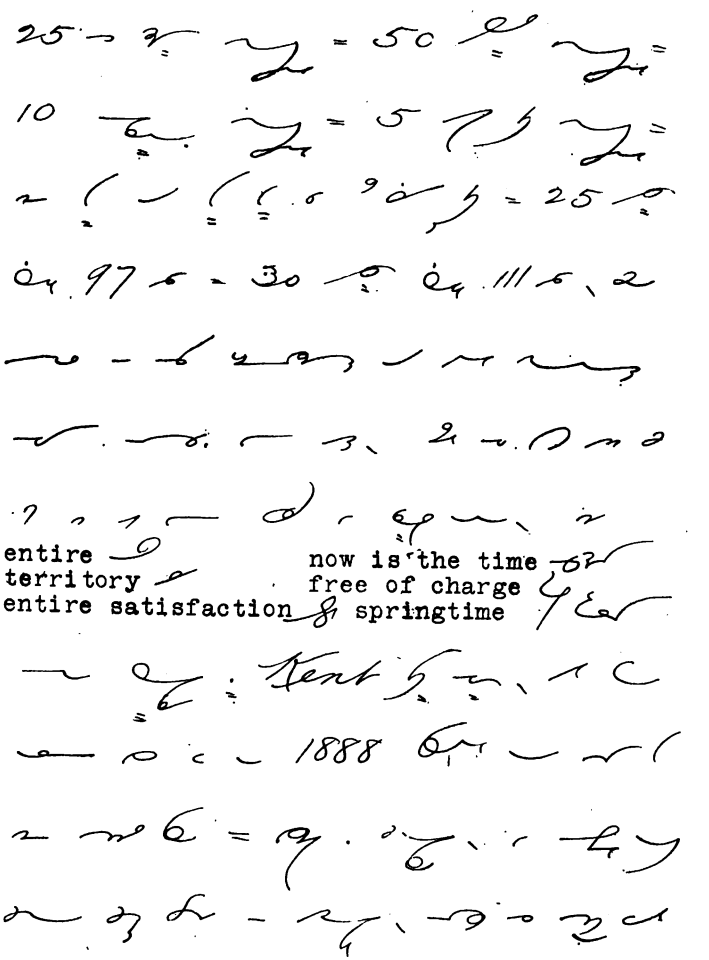

entire
territory
entire satisfaction
now is the time
free of charge
springtime

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last year
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Rock Island, Ill.
horse-power
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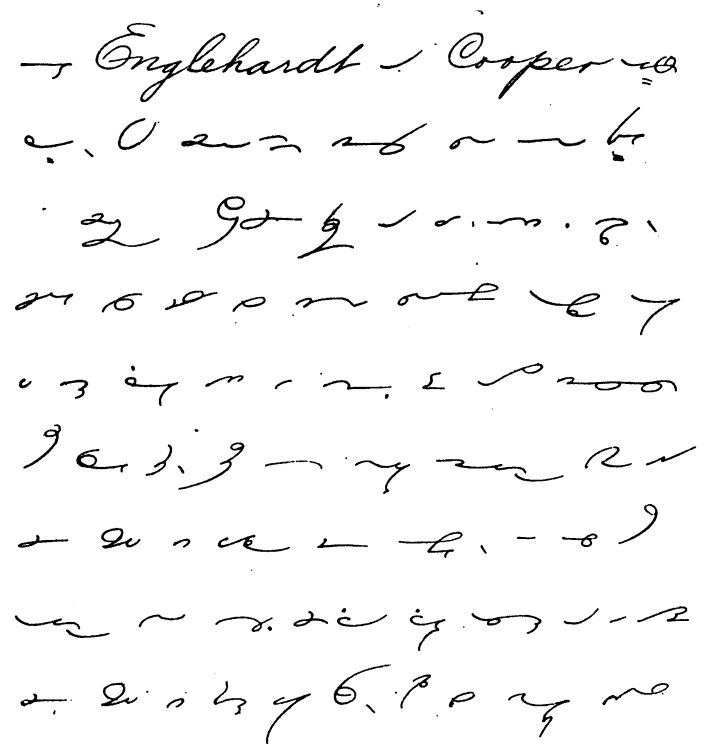

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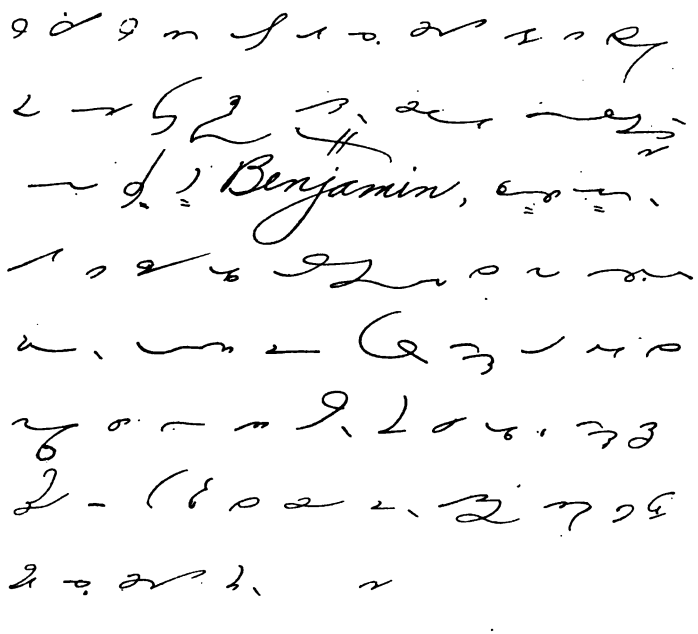
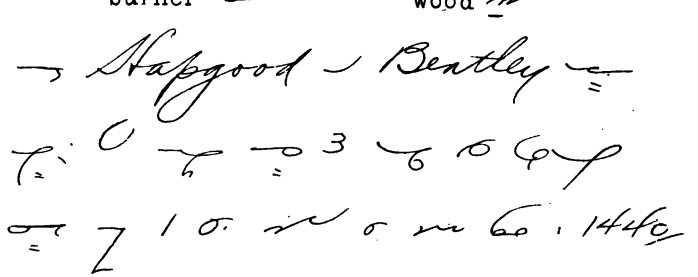


burner wood



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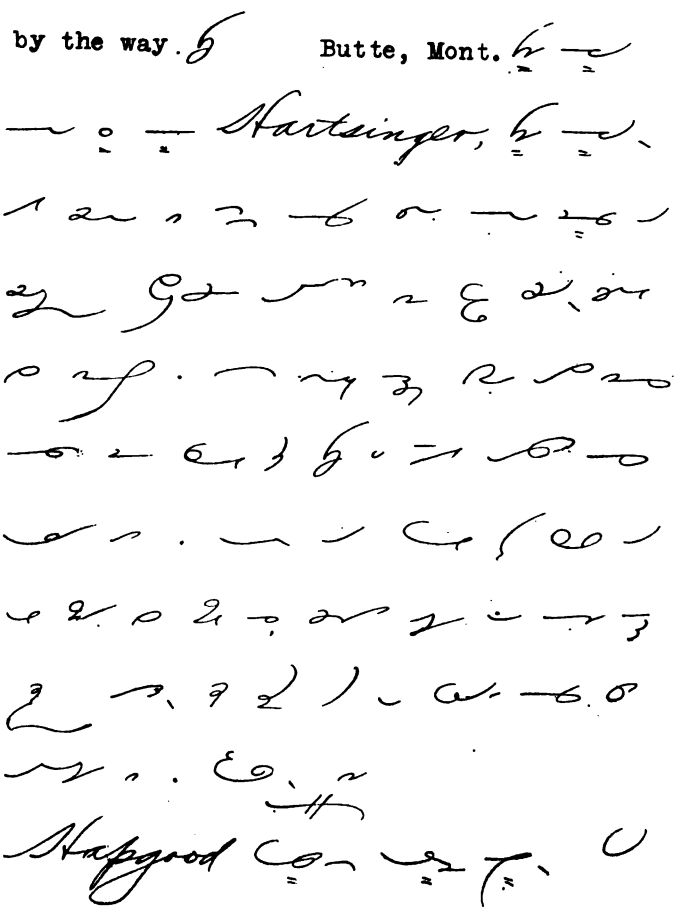

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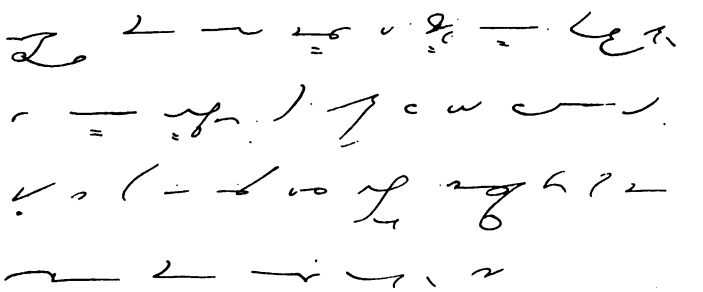
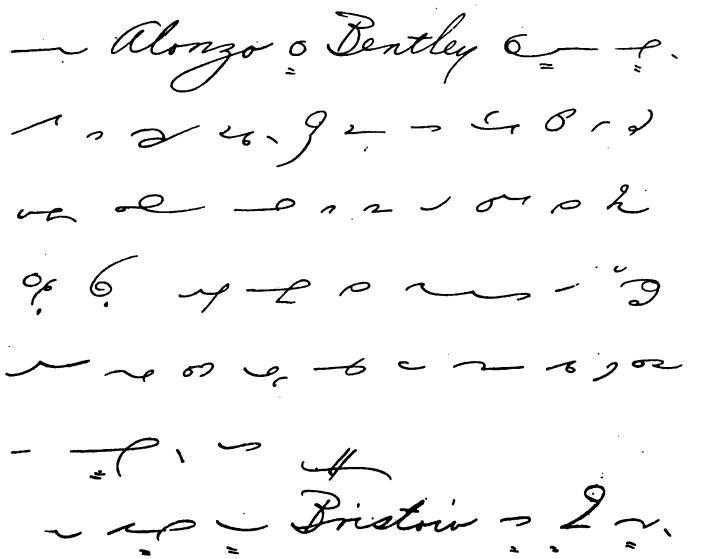


anticipating of when you are or



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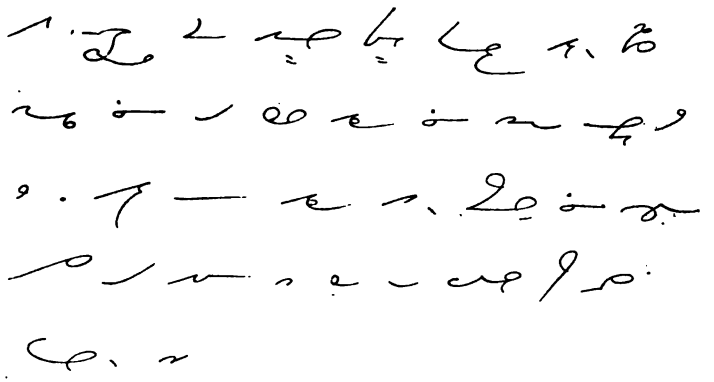
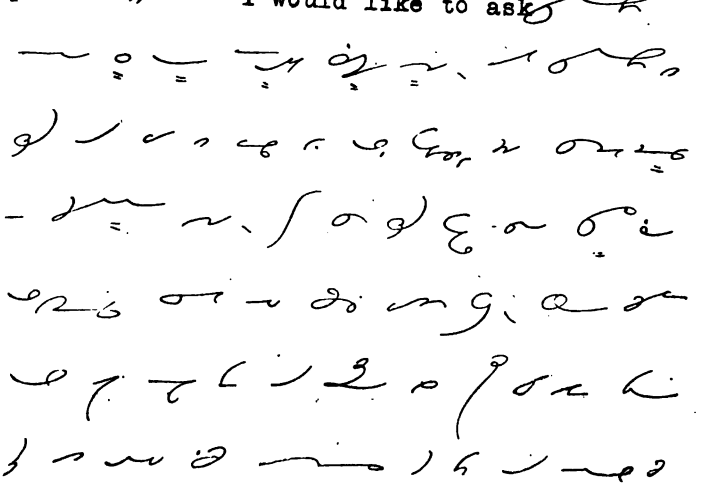


Hartford, Conn. attorney
policy accomplish
poor I would like to ask



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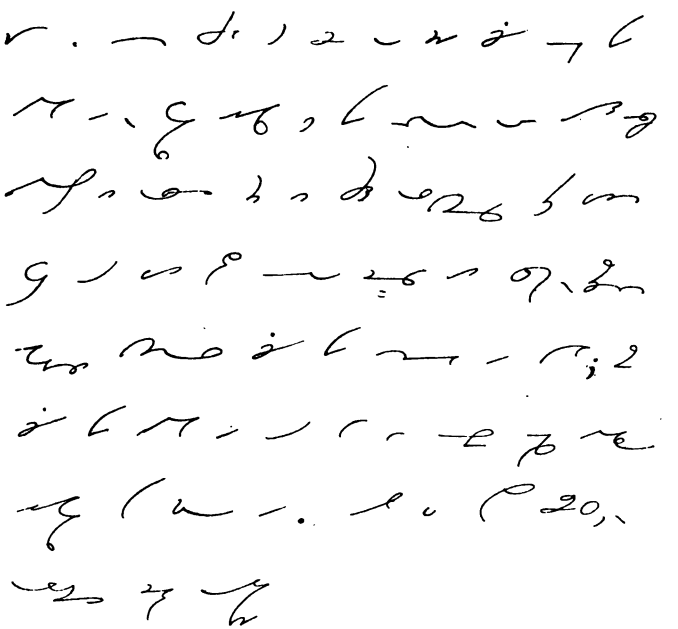

finger-bar
Junior
guards
left hand

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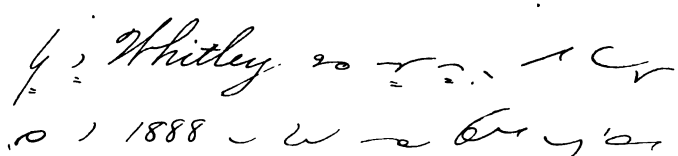
afraid
definitely
to the contrary



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Atlanta, Ga. certificate

Ethan Comstock

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Binghampton close

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Tallman

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Wisconsin interfere

Partridge

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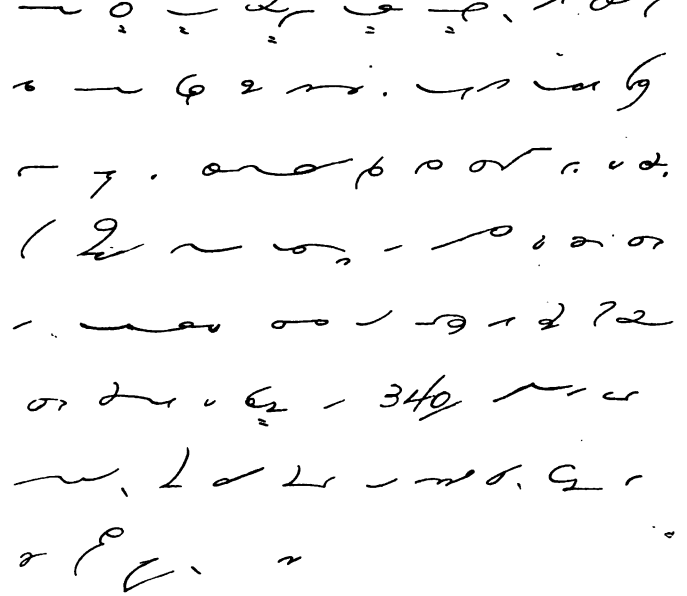
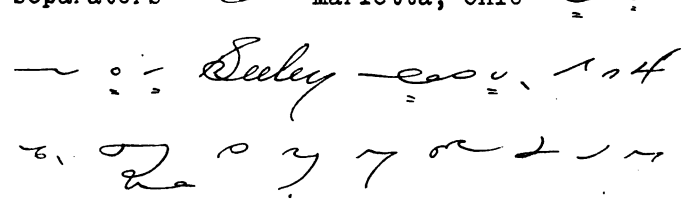
Pearson iron
will you let me know Lynn



dyspeptic concerned
separators Marietta, Ohio



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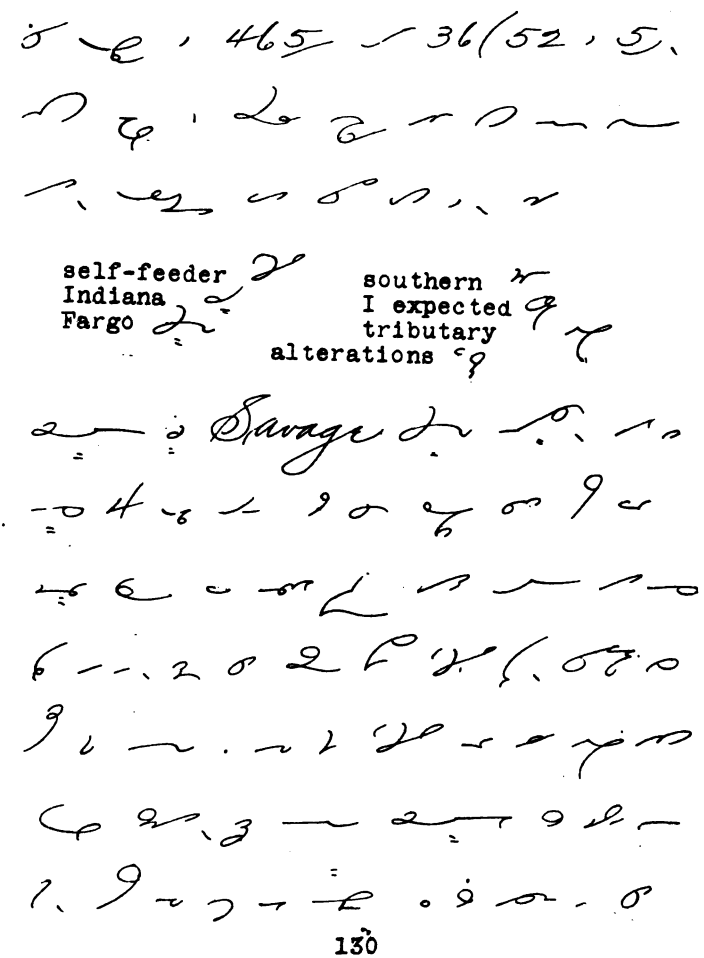

self-feeder
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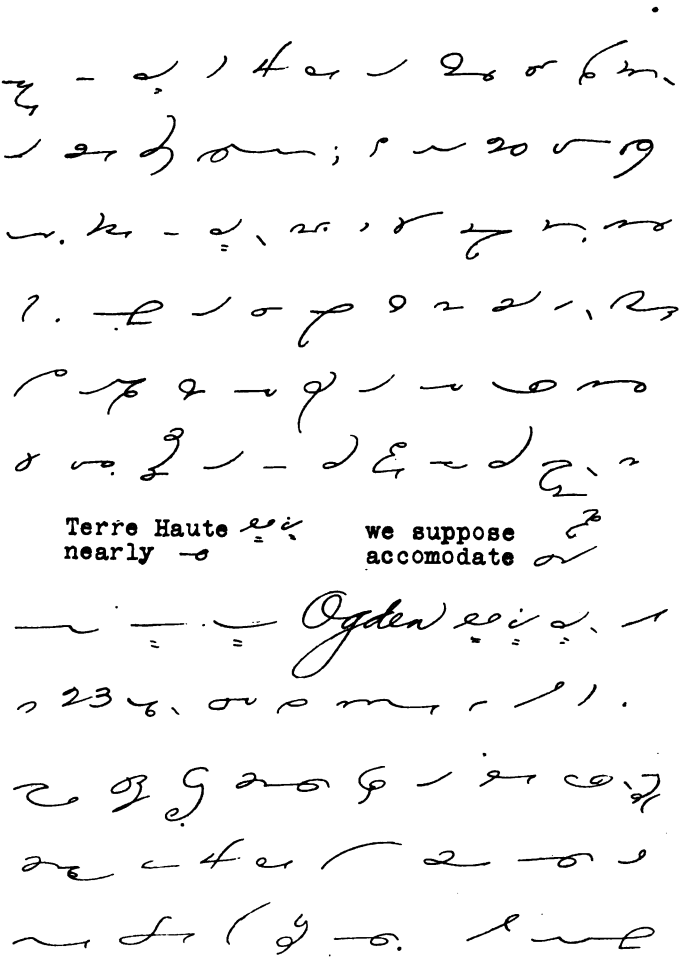

Terre Haute
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Ogden

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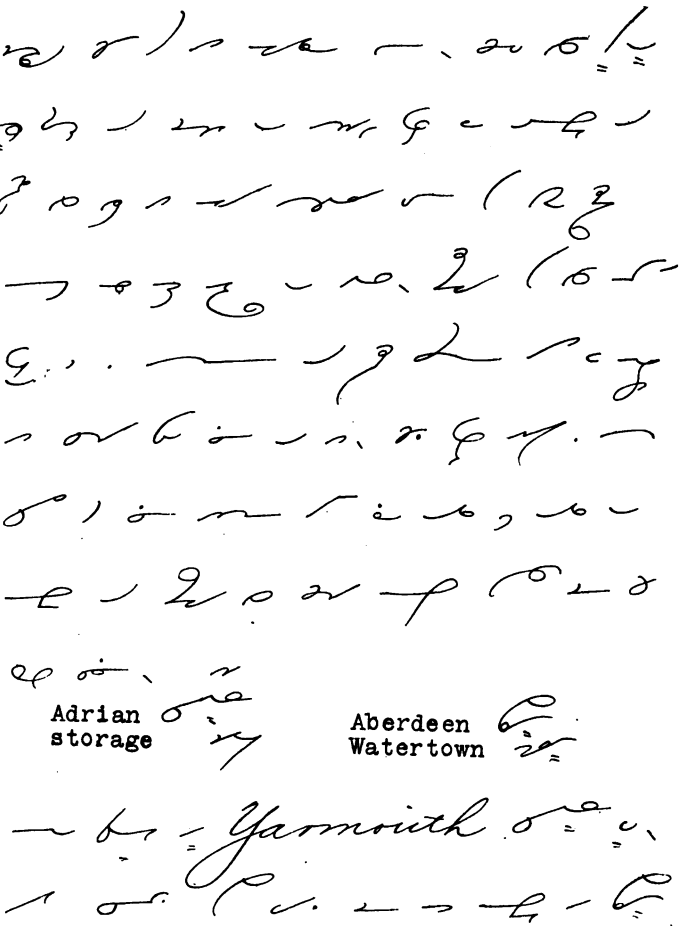

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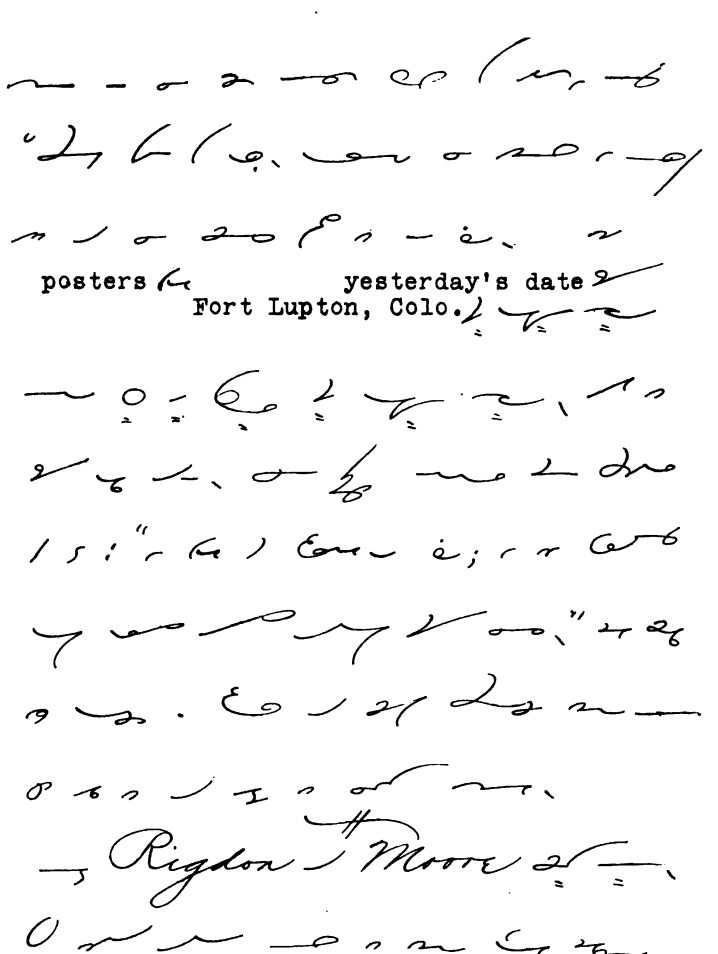

posters yesterday's date

Fort Lupton, Colo.

Rigdon Moore

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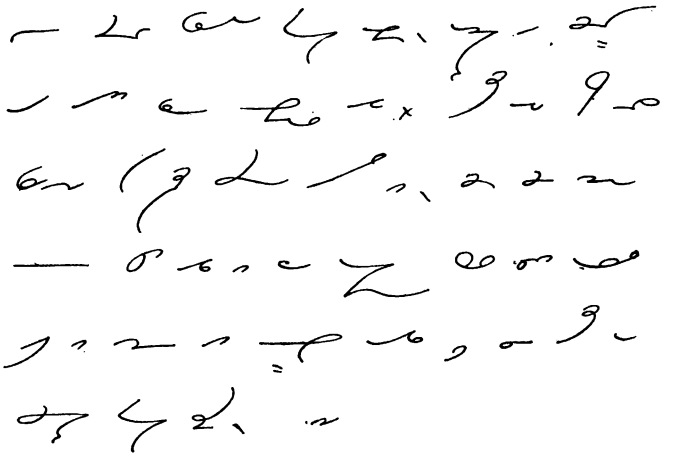
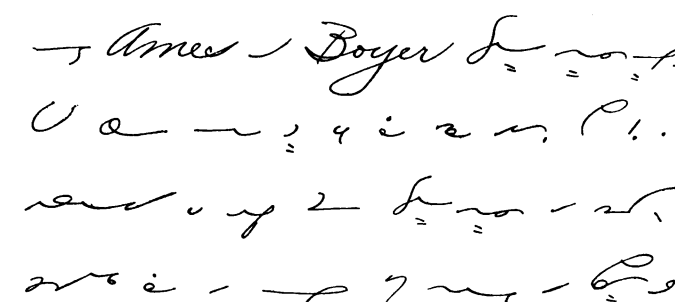


Fergus Falls
distributed
photograph

Windom
at the same time
climate
enthusiasm



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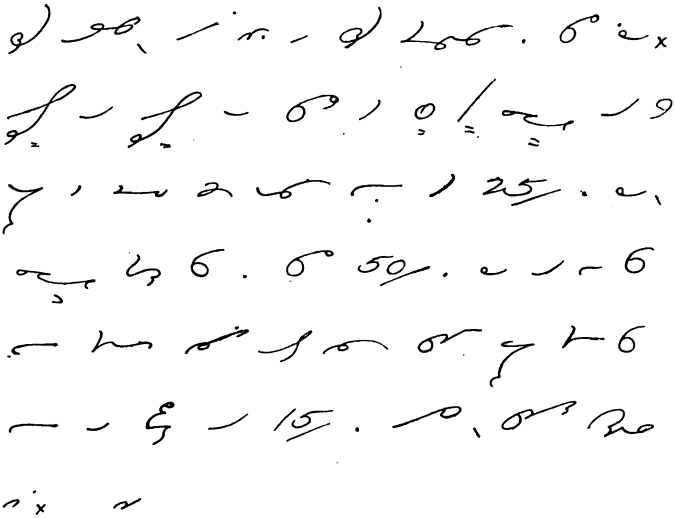
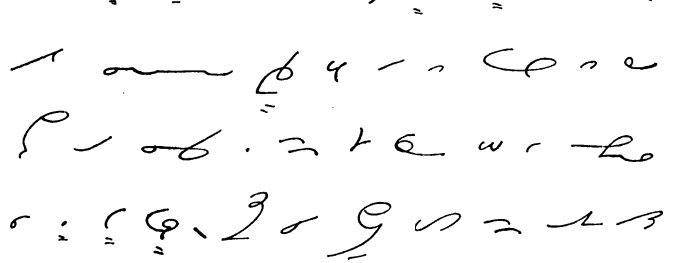


Condon Centre absent
confidential by first mail



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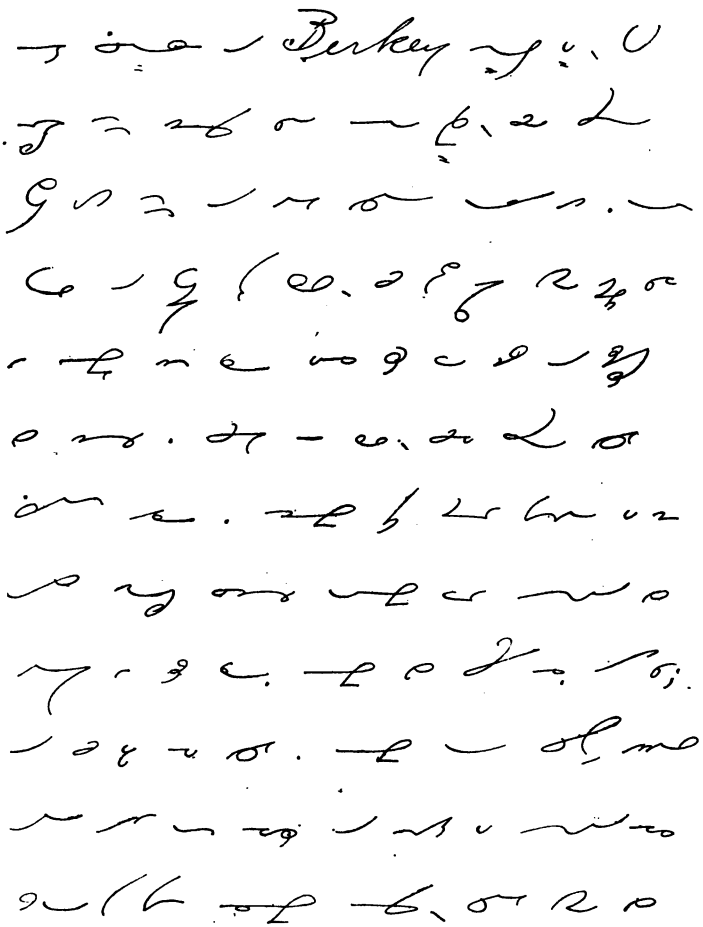

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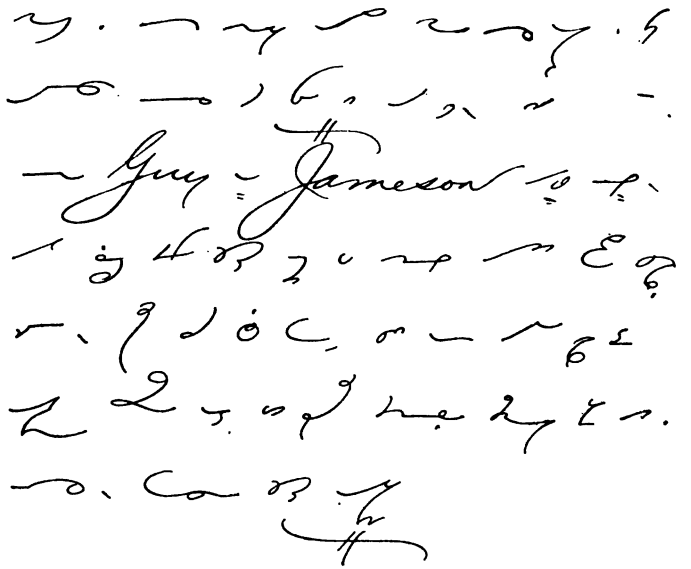

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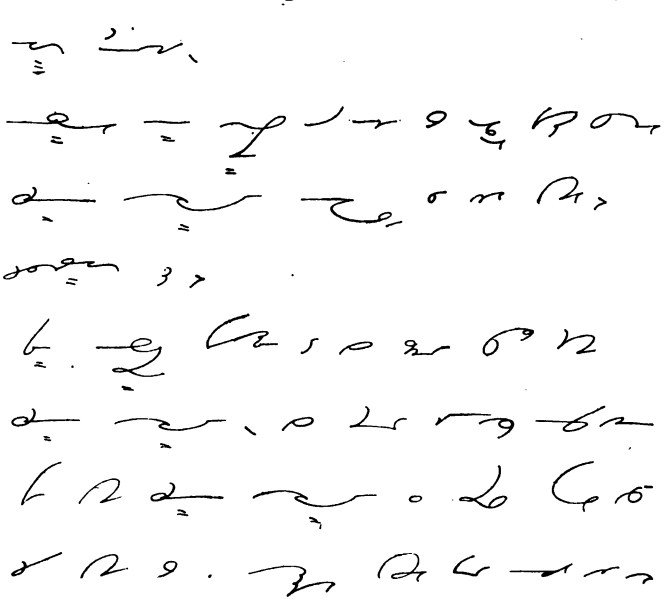
LEGAL FORMS

Affidavits

---o---

supreme court	receivers
plaintiffs	defendants
thereof	scilicit(ss.)
impleaded	attorneys
verily	returnable
deponent	draft
definite	herein
hereto	being duly sworn
to show cause	good and substantial



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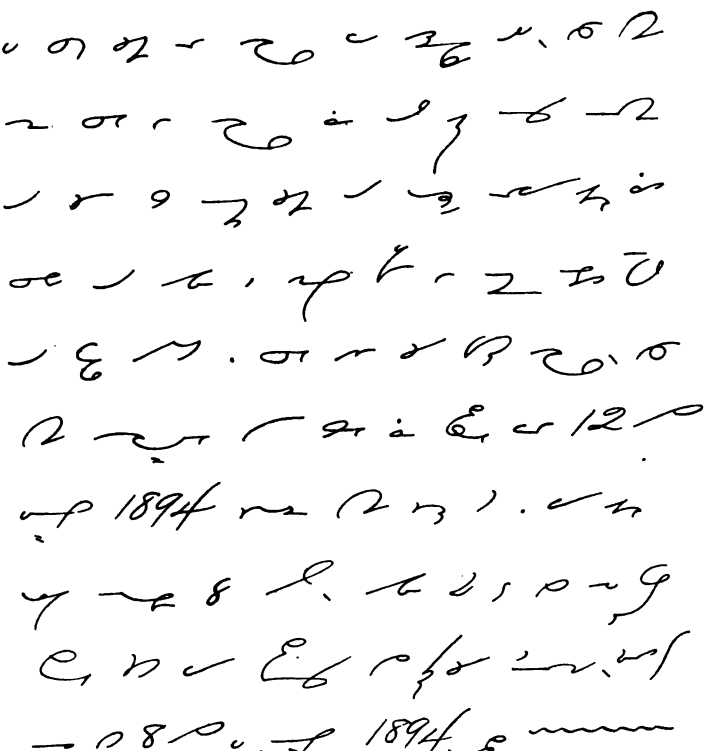

superior court
specific
identical
City and County
et allii (et al.)
on or about the
itemized

exhibit
respects
bronzing
City of New York
deposes and says
bill of particulars
expended

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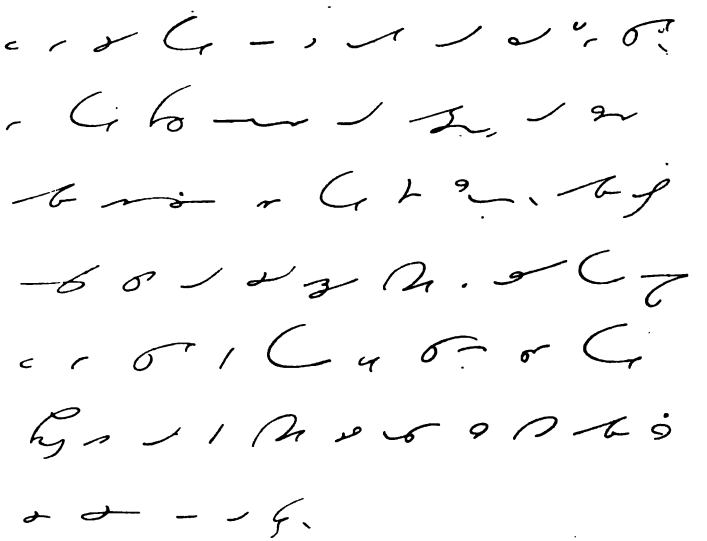

MEMORANDUM OF AGREEMENT.

witnesseth
assignments
annexed
recover
disbursements
it is agreed

portion
counsellors
declined
prosecute
Henrique
in consideration thereof

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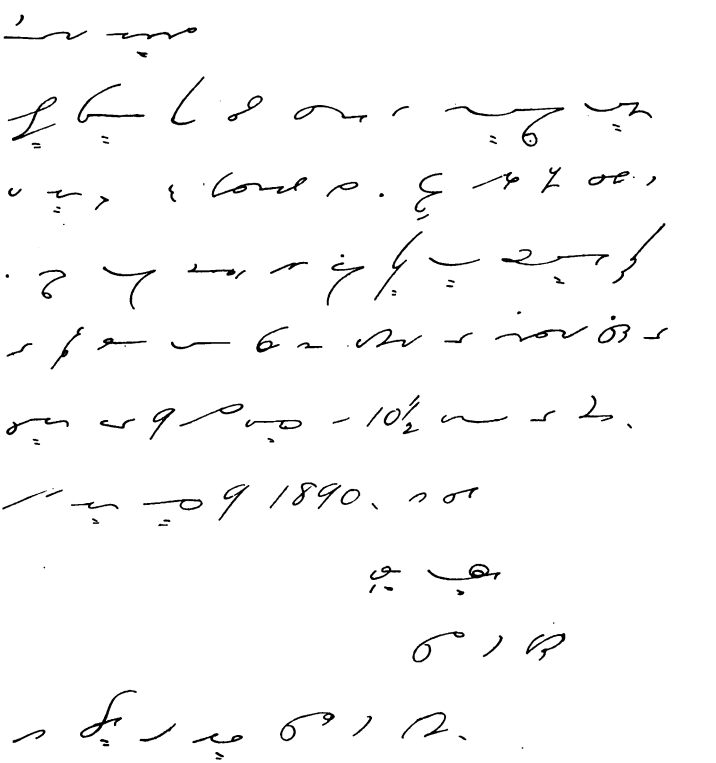
NOTICE

Sirs
justices
forenoon

Columbia
County Court
please take notice



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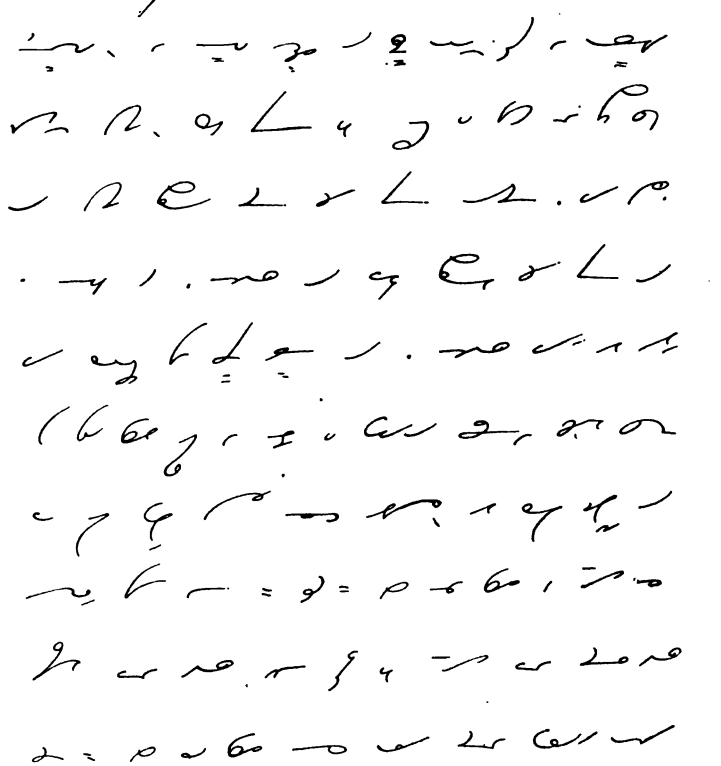
AGREEMENT

stipulated
avoid
trial
record
prejudice

testimony
offered
objections
orally
strike



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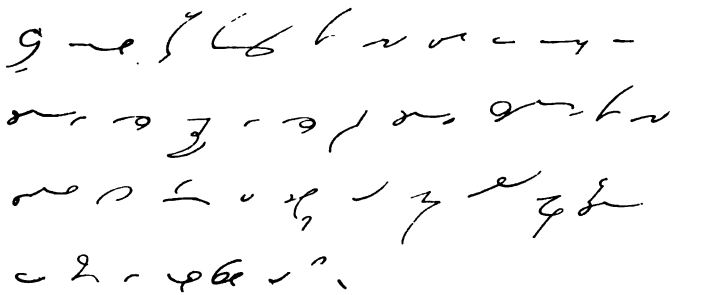
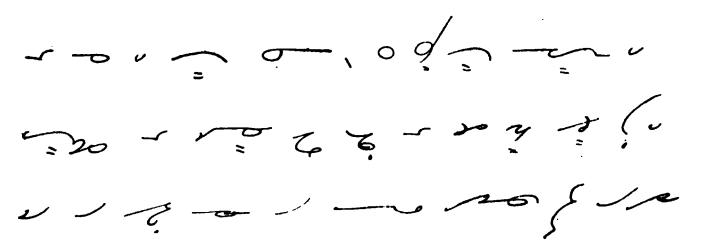


WILL

testament	executrix
funeral	hereinafter
situated	wheresoever
absolutely	constitute
performance	forever
fee simple	witnesses
Augusta	at any time
residue	grandchildren
declare	above named
revoking	residing
daughter	testator
each other	presence



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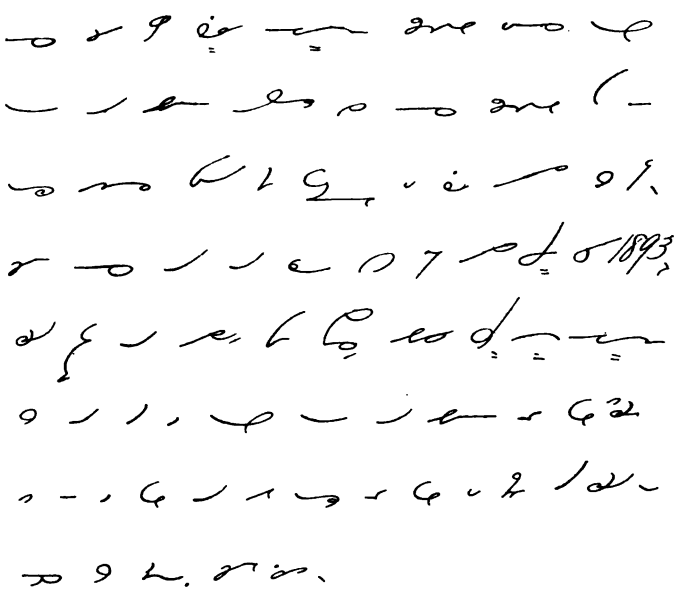
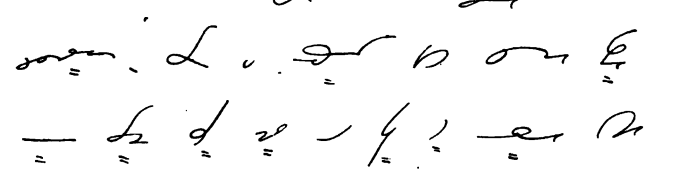


ASSIGNMENT

hereby acknowledged three months
procure affirms



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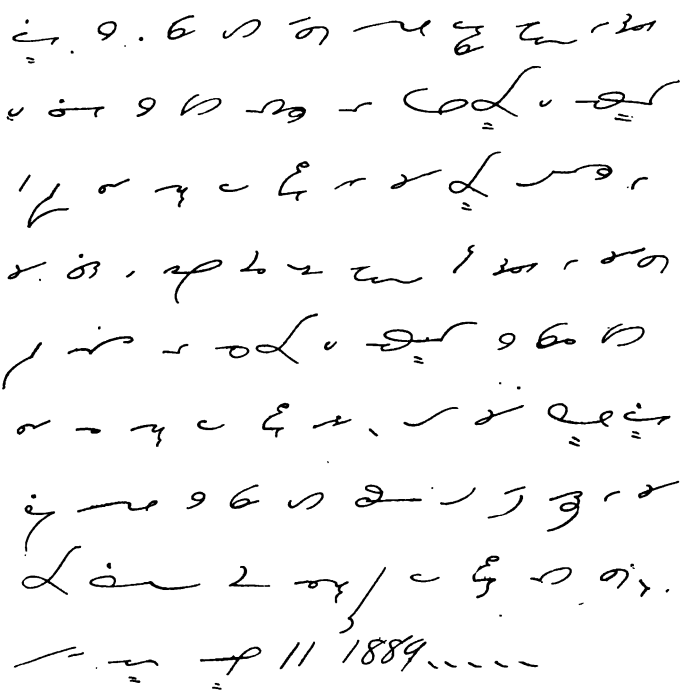
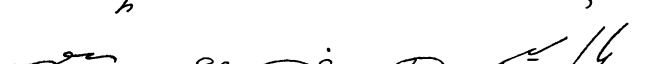


ANSWER

domestic servant
injury allegations



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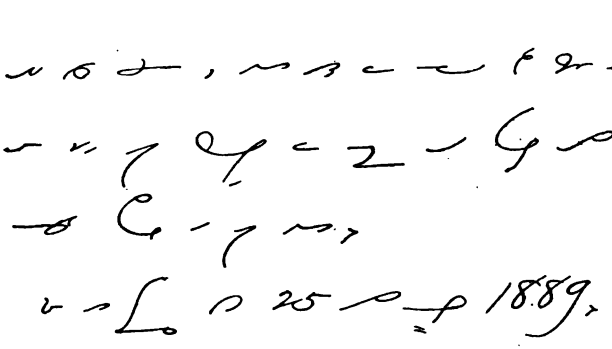
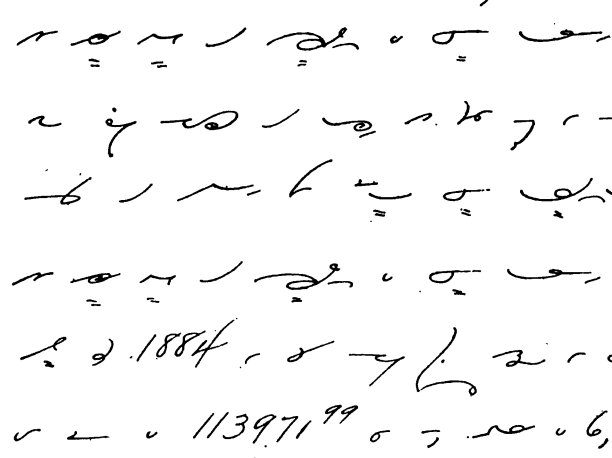


NOTIFICATION

mortgages
Title
per annum
discharge



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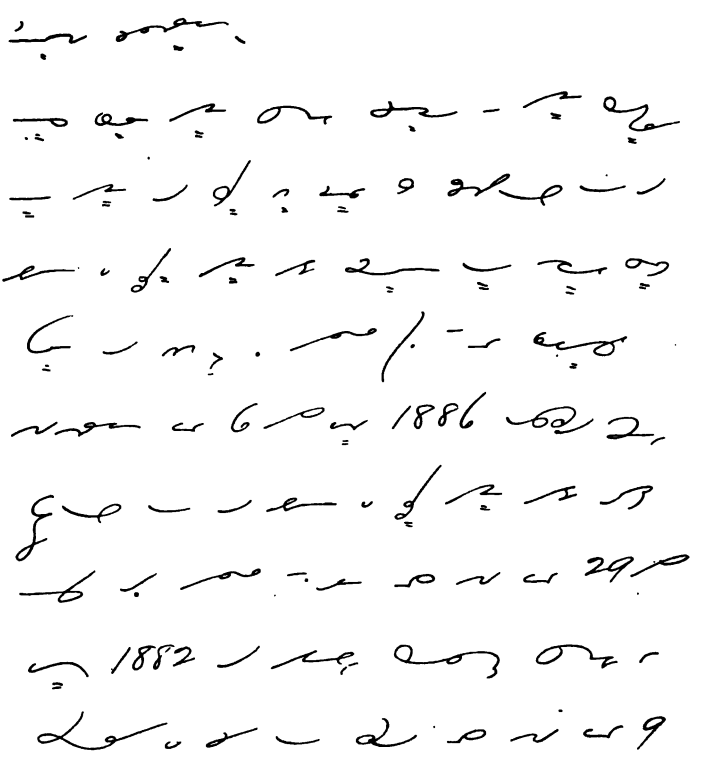
ORDER

affirmance — remittiteur
surrogates — in all respects
deceased — according to
validity — each and every



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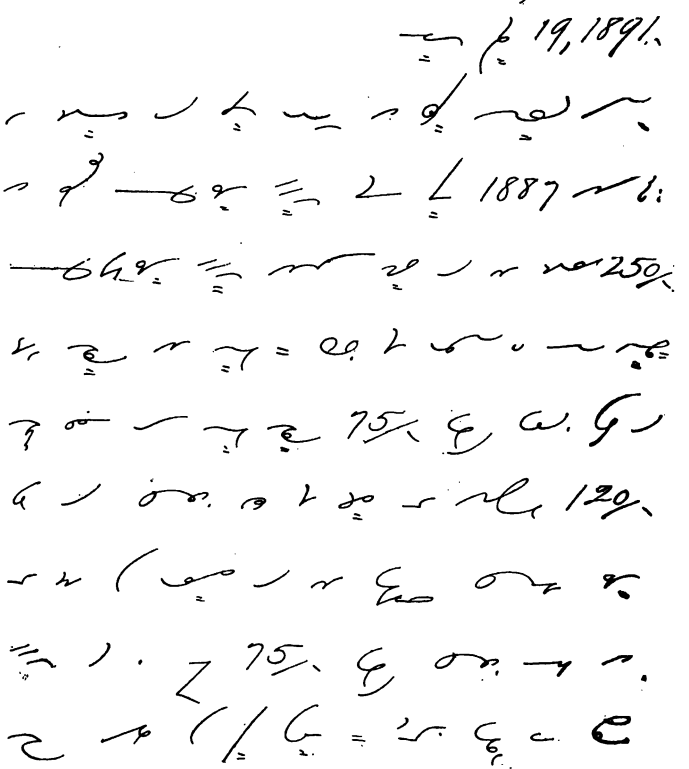
STATEMENT OF ACCOUNT

---o---

transit
arguing
dissolve
committee
submitting

retainer
injunction
legislation
benefits
consultations



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codicil
respectively
mature
estate
testamentary
citation
proponent
deliberation
restraint
support

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Digitized by Google

Digitized by Google

payees promissory
on or about the value received

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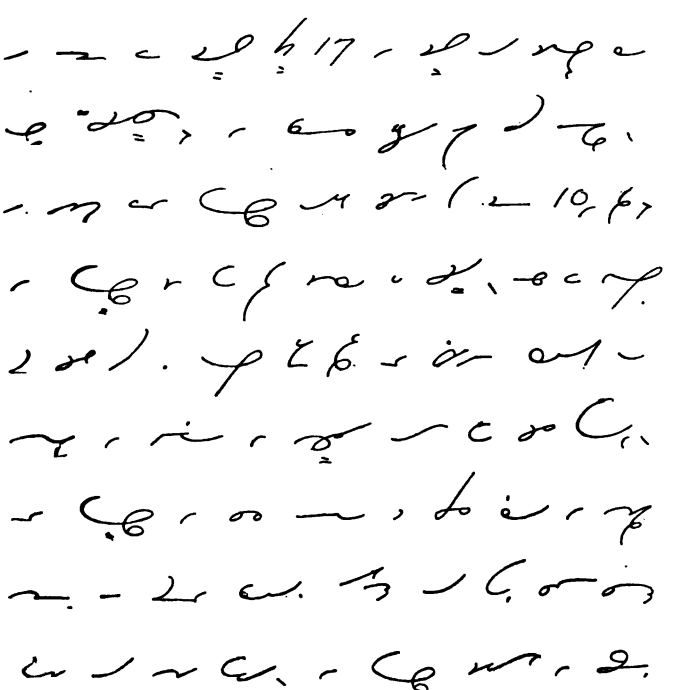
Digitized by Google

"PRESENT DAY HISTORY."

Santiago	ceremony
Cathedral	produce
Governor's	soldiers
silence	spangled
Vera del Rey	instantly
slowly	archbishop



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---EVENING.---

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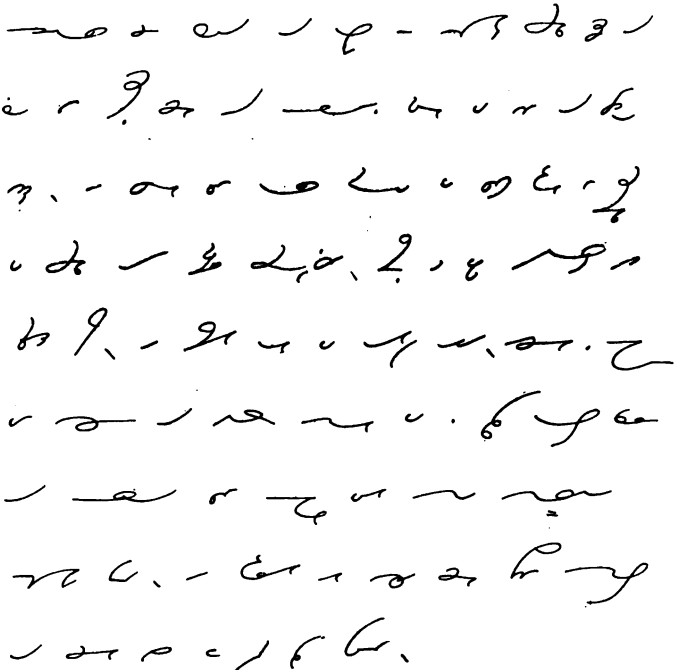

DON'T WORRY.

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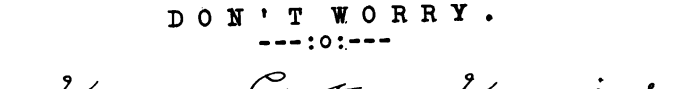

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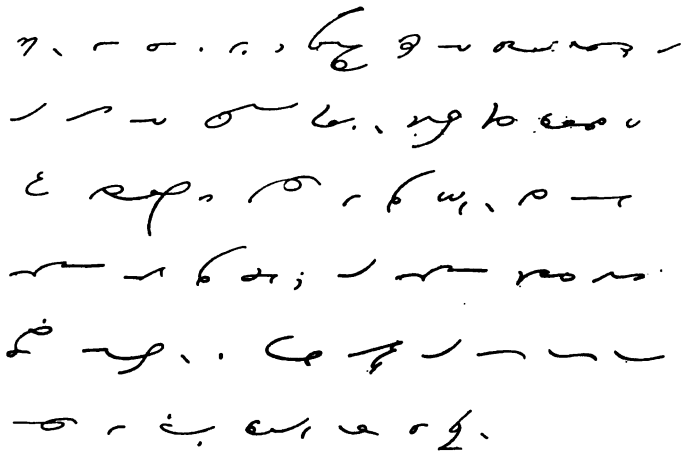
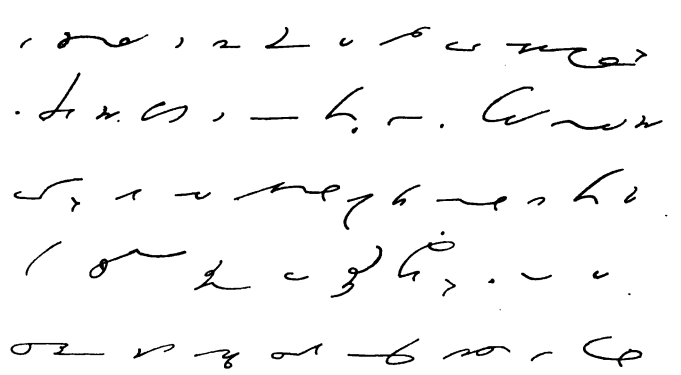


PRACTICAL POINTERS.

---:o:---



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AMBITION BLASTED.

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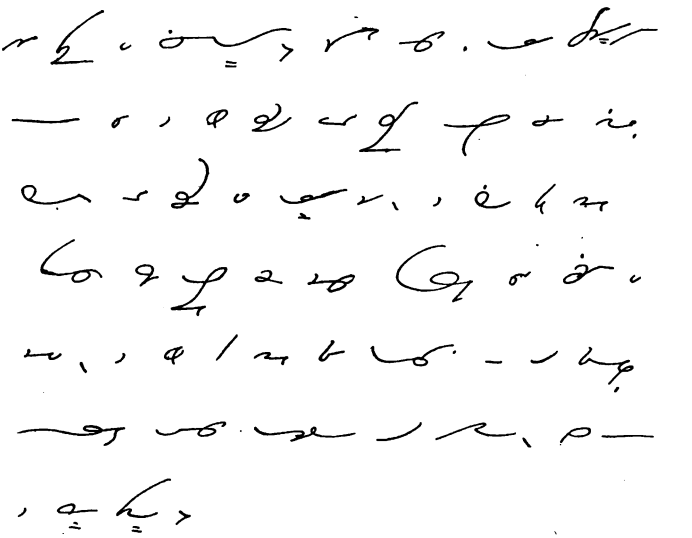

WHAT IT IS TO BE EDUCATED.

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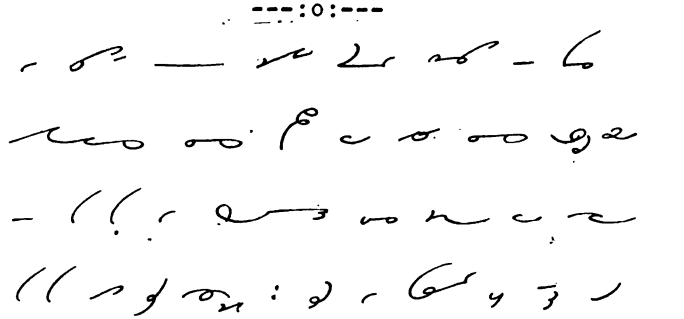

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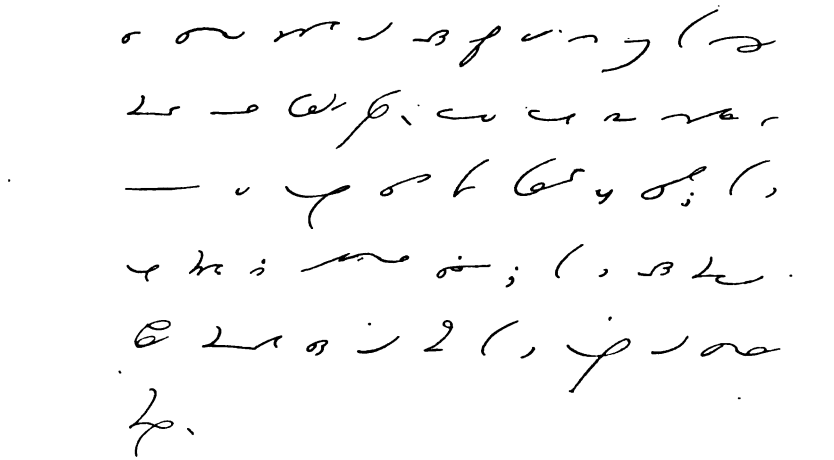

A DREADFUL WORM.

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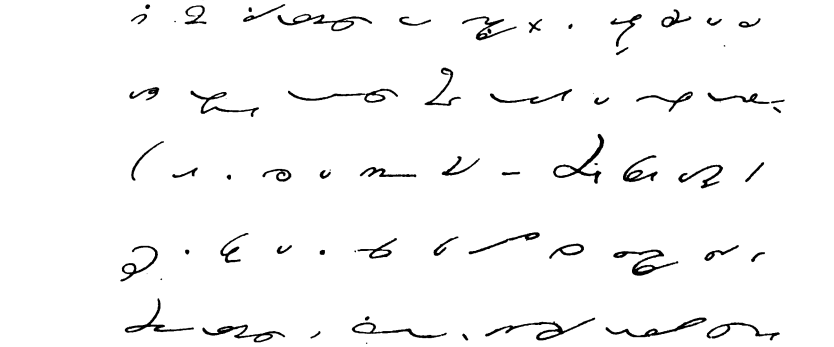

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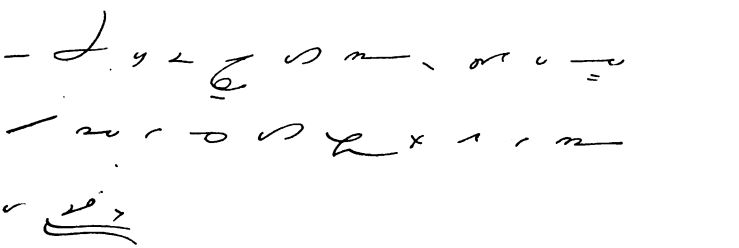
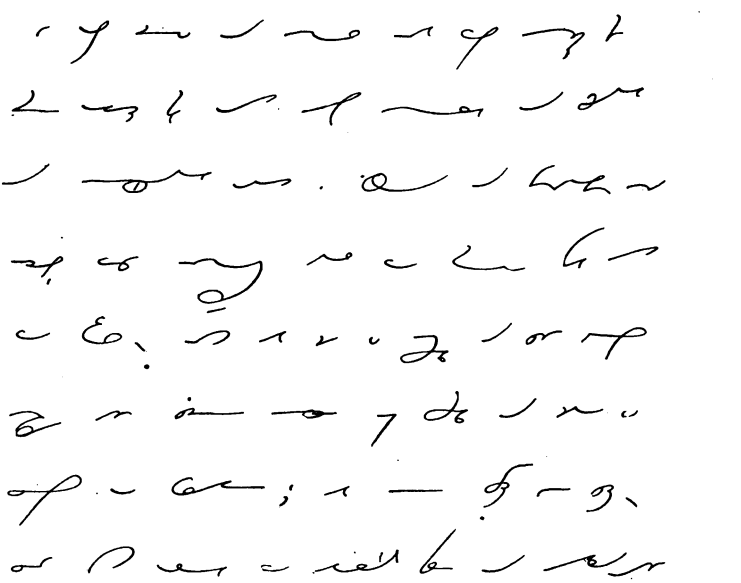


A RIVER THE EMBLEM OF HUMAN LIFE.



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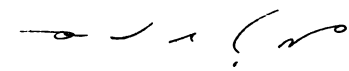
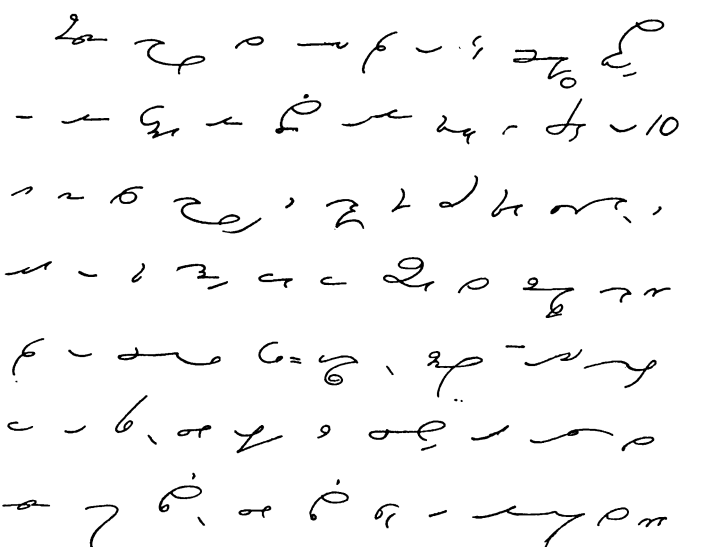


FAULT FINDING.

unsympathetic
complainant
preoccupied
glorious
pursuits
faults
intolerable
iceberg



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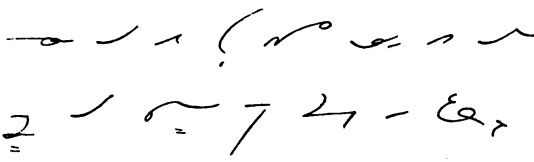
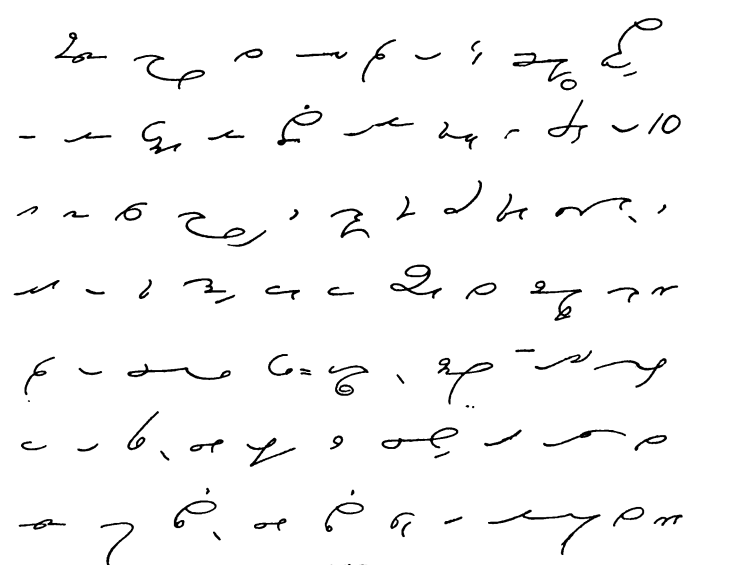


FAULT FINDING.

unsympathetic
complainant
preoccupied
glorious
pursuits
faults
intolerable
iceberg



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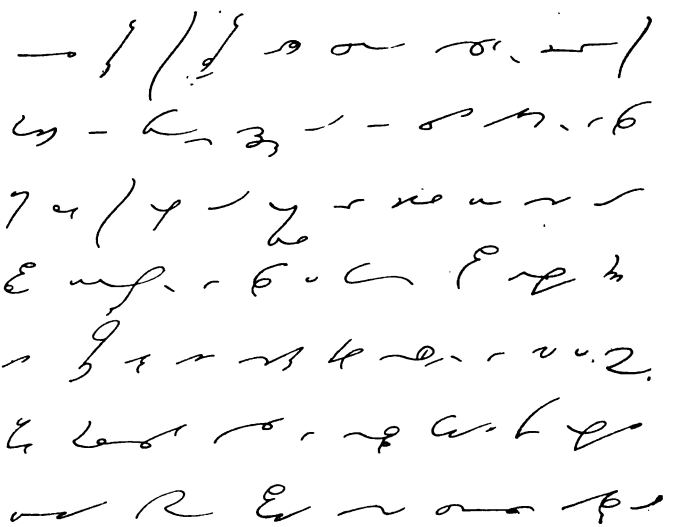
EXTRACTS
from
Chauncey Depew's Speeches.

revolutionary
height
nemesis
celebrations
exaltation
civilizations
India
comparatively
cataclysm
speedily
elasticity
economic
obstacles
perpetually
marvelous
conservative
neighborhood
Australia
barbarism
capital
struggling
disturbances



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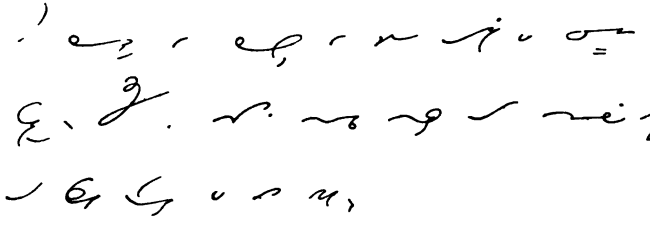
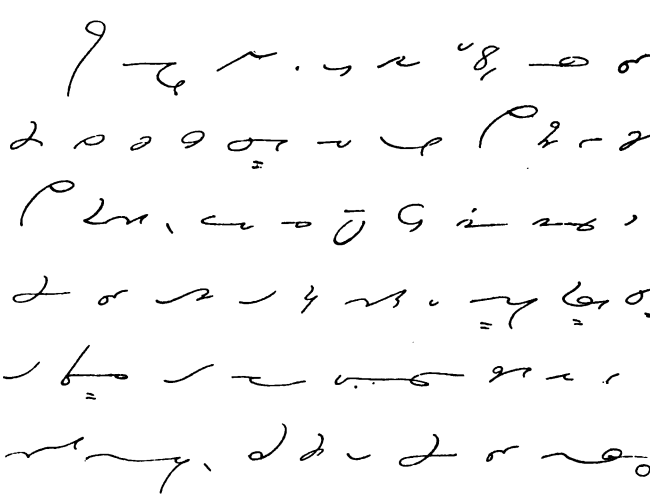


familiar	industrial
oases	centers
productive	resistless
blizzards	scientific
irrigation	inaugurate
caravan	Salt Lake
encircling	alkali
family	intermontane



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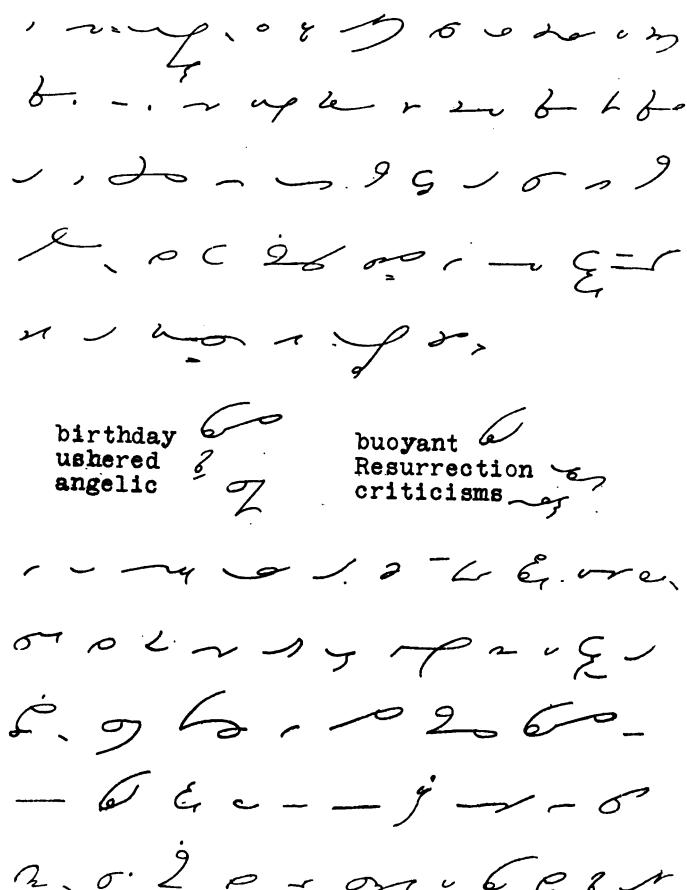

birthday
ushered
angelic

buoyant
Resurrection
criticisms

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Digitized by Google

ETIQUETTE.

Politeness is Kindness Delicately Expressed.

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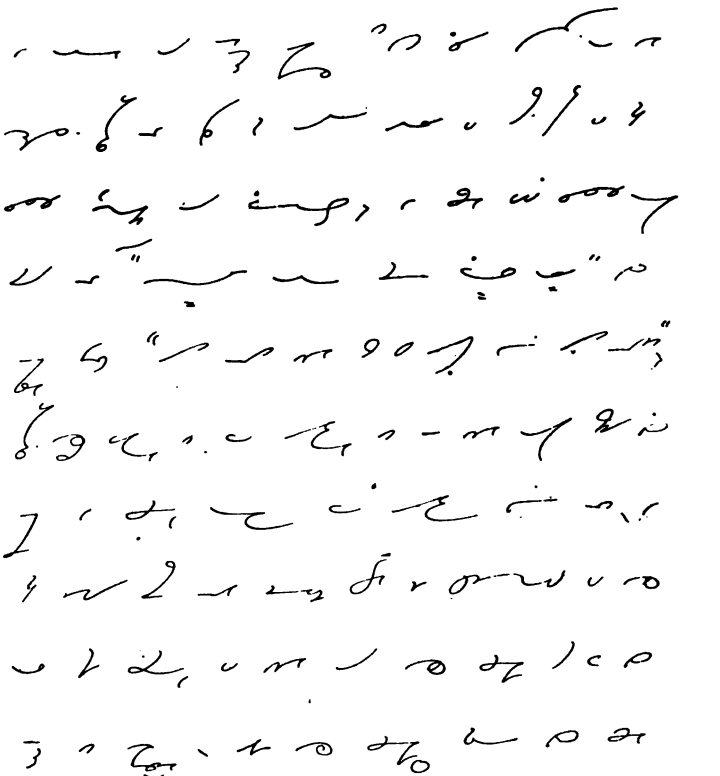

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Digitized by Google

Digitized by Google

TRIFLES.

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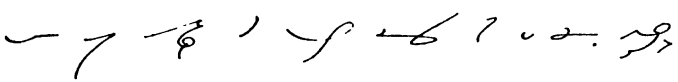
Digitized by Google

Digitized by Google

Digitized by Google



THE LOVE OF READING.

---Sir John Herschel.---

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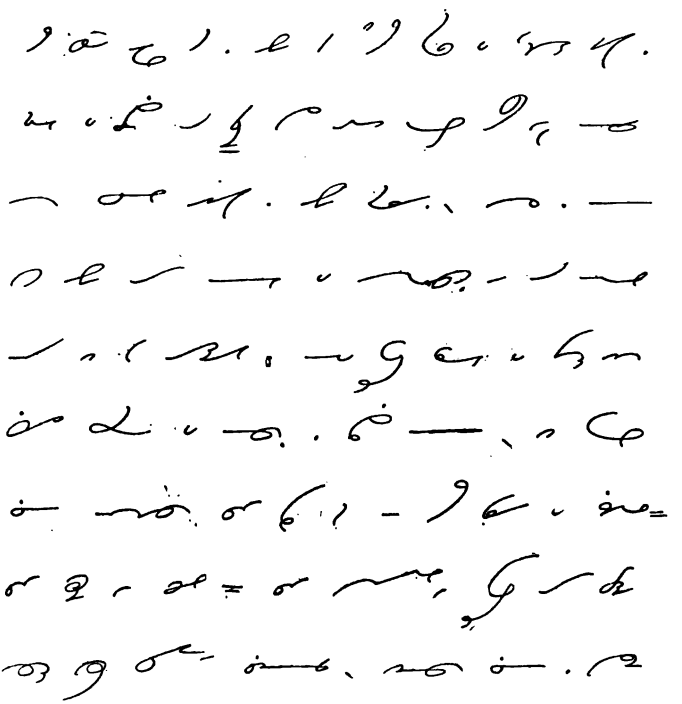

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Digitized by Google

WEALTH.

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

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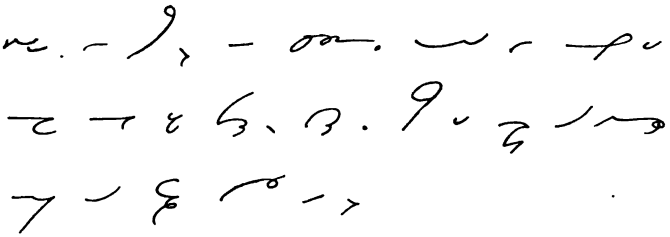
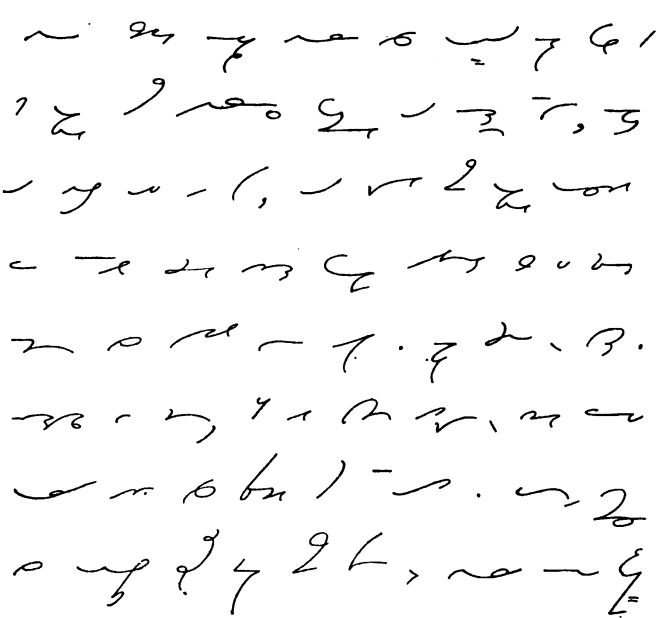
Digitized by Google



WORD EXERCISE.
(Author Unknown.)



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